

Cover Sheet- (One Page Maximum)

Funder you are applying to: St. Francis Foundation

Legal Name of Applicant Organization: Casa Serena

Contact Person & Title: Marcia Reed, Development Director

Phone: 805-564-8701 Fax: 805-884-9010 Contact Person's Email: marcia@casaserena.org

Program Name/Capital Request: General Operating Support

Funds will pay for: Operating expenses of our program

Full Mailing Address: 1515 Bath Street, Santa Barbara, CA, 93101

Location(s) if different from above: _____

Executive Director: Craig Belknap Email: craig@casaserena.org.org

Fax: 805-884-9010 Phone: 805-564-8701

Website: www.casaserena.org

Tax-exempt Status: {Most funders require 501(c)(3) status. Check this requirement before applying}

501(c)(3) Granted Other: _____ Tax ID Number: 95-2862385

Type of Request: Check with individual funders to determine the types of accepted grant requests.

Note: Check all that apply.

- General Support Program Support Seed Funding Research
- Capital Endowment Multi-Year Collaborative

This Grant Request: \$15,000 Of Total Budget: \$841,000

Funds will be used from: 01/01/2013 To: 12/31/2013

Total Organizational Budget Current Year: \$841,000 Agency fiscal year begins: July 1

Summarize the organization's mission statement (two to three sentences):

Casa Serena's mission is to provide effective treatment services and a safe, sober living environment to women seeking recovery from the disease of alcoholism or who are addicted to alcohol and other drugs, to introduce them to the philosophy of Alcoholics Anonymous and the 12-Step process, and to promote community awareness of Casa Serena's services.

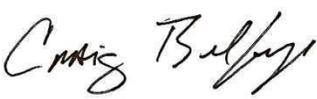
Summarize your grant request (two to three sentences):

We are requesting a general operating grant of \$15,000, which will allow us to execute our mission successfully. Funding would support staff salaries, program costs, and operating costs.

Proposal Authorization: We certify that the information in this application is to the best of our knowledge true and accurate and is submitted with our Board of Directors'/Governing Body's full knowledge and endorsement:

Mike Olsen, Board Chair  10/30/12

Name of Authorized Board/Governing Body Representative	Title	Signature	Date
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Craig Belknap, Executive Director  10/30/12

Name of Lead Staff Member (or 2 nd Representative) Title	Signature	Date
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Proposal Narrative

Background

1. Your organization's history and accomplishments.

Since 1959, Casa Serena has been helping women recover from addiction to alcohol and other drugs. Casa Serena is a state licensed, non-denominational residential recovery treatment program. Annually, we serve approximately 100 women and 10-15 children from all ethnic backgrounds. For up to two years, women can receive support in our program to build a solid foundation on which to base their recovery and re-establish their lives as sober women. Casa Serena's key staff are Certified Addictions Treatment Counselors or Marriage and Family Therapist (MFT) interns; all are supervised weekly by a licensed MFT. Our gender-specific program deals with the trauma, abuse, and violence that are unique to women in recovery. Many of our graduates pursue higher education, start businesses and non-profit organizations, and choose to give back to the community. Our program prevents negative outcomes such as homelessness, crime, severe ill health, and even death. Our program is very successful, with approximately 80 percent of clients completing the first 30 days, and 53 percent completing the full 90-day program.

In 2008, Santa Barbara County Alcohol Drug and Mental Health Services (ADMHS) cut the funding to Casa Serena by 40 percent (\$83,000). We had relied on this funding to supplement client fees from low-income women. In order to remain viable, we eliminated our First Steps Case Management program, which provided case management to mothers with substance abuse problems. In 2009, we lost an additional \$32,500 from Prop 36, a program that offers non-violent drug related offenders rehabilitation instead of jail time. We coped with the shortfall by cutting general expenses (building maintenance, program staff, and salaries). In July 2010, we lost an additional \$36,000 of funding from ADMHS for drug testing supplies, perinatal care, treatment for mothers at Oliver House, and the Welfare to Work program at Oliver House (which provides childcare, job training, school transportation, and food stamps to mothers in treatment).

2. Your current programs and activities. Include the constituency you serve ...

Casa Serena's clients are adult women from all ethnic backgrounds and their children. Approximately 75 percent of our clients are Caucasian, 20 percent are Latina/Hispanic, and 5 percent are African American, Asian, or other ethnicities. Approximately 62 percent live below the poverty line, and 20 percent are homeless upon entering our program. Most of our clients are from Santa Barbara County although some are referred to us from other areas. Casa Serena provides safe housing, meals, individualized treatment plans, individual counseling, extensive group counseling, introduction and support in the 12-Step Recovery philosophy, family therapy, parenting education, career counseling, addiction education, and aftercare services once they leave the program. Casa Serena provides drug and alcohol testing, HIV and hepatitis C testing through a collaboration with the Westside Clinic, and referrals to affordable healthcare. We coordinate case management with Social Services (including Child Welfare Services) and law enforcement agencies. In addition to our core curriculum, we provide volunteer-led special classes such as yoga, meditation, self-defense, and art.

3. Your organization's relationships with other organizations working to meet the same need.

Casa Serena works closely with Santa Barbara County Alcohol Drug and Mental Health Services, Child Welfare Services, and the Food Bank of Santa Barbara County. We also receive and provide referrals to Domestic Violence Solutions, the Santa Barbara Rape Crisis Center, Casa Esperanza's Homeless Shelter, the Sheriff's Treatment Program, and Cottage Hospital Residential. Staff from Santa Barbara Neighborhood Clinics provides Casa Serena's clients with HIV and Hepatitis C testing. In Santa Barbara, we continue to be the only secular residential treatment facility for women licensed by the State of California. Lastly, we are the only local residential program where women can live with children. Other residential treatment programs exist but they are either faith-based (Santa Barbara Rescue Mission's Bethel House), co-ed (Salvation Army's Hospitality House), or are cost-prohibitive. There are several sober living programs for women but they are not licensed and do not provide treatment for addiction.

Funding Request

1. What need or problem does your project work to address?

In addition to meeting the general need of providing drug and alcohol addiction treatment in our community, there are other specific needs that Casa Serena meets:

- Women-Specific Treatment: Our clients tend to be addicted to multiple chemical substances, and over 70 percent suffer with co-occurring mental disorders such as post-traumatic stress disorder, anxiety, bi-polar disorder, and depression resulting from physical, sexual, and emotional abuse. Because women require specialized treatment to address their unique issues, Casa Serena has adopted a gender-specific program which deals with the trauma, abuse, and violence that is unique to women. Addicted women with children often have even more complex issues to deal with. Oliver House provides women with the counseling, parenting education, and support needed to repair their families. Casa Serena's program also prevents negative outcomes such as homelessness, crime, and severe ill health or death.

- Affordable Treatment: Many women in our community in need of addiction treatment cannot afford other, more expensive programs. Casa Serena's policy is that we do not turn away a woman in need of recovery services simply because she cannot afford to pay. Many of the women who apply to our program are homeless, living in poverty, or do not have familial support. Casa Serena provides need-based scholarships in order to serve women who are unable to pay the regular client fees of \$2,300 per month at Main House (actual cost of service is approximately \$3,000). The economic crisis has also increased the number of women in need of scholarships, as well as the amount of funding needed per client. Before the economic crisis, we provided approximately three women with a total of \$2,000 of scholarship funding each month. Now, we provide approximately eight women with a total of \$7,500 of scholarship funding each month. In the past, we would provide scholarships for the first month and after thirty days, most women were able to find employment and pay for the next two months with little or no scholarship funding. Now, our clients are finding it difficult to obtain employment, and so are frequently unable to pay for the second and third months of treatment. Another contributing factor is that family support has decreased significantly. Our presumption is that because of the economy, relatives are not as able to offer support.

- Critical Needs: By providing an opportunity for women to get their lives back on track, our program helps to prevent and address negative outcomes such as chronic homelessness, premature death, severe ill health, and child abuse and neglect, as illustrated by the following facts:
 - Substance abuse is often the cause of homelessness, and according to Didenko and Pankratz (2007), two-thirds of homeless people report that drugs and/or alcohol were a major reason for their becoming homeless.
 - Studies show that the life expectancy of addicts is much shorter than the general population. A recent study out of the University of Birmingham found that people who use hard drugs into middle age are more likely to die at a younger age than the general population.
 - A 2001 study out of UCLA found that half of heroin addicts die prematurely, and that there were high rates of disability, hepatitis, mental health problems, and criminal activity among this population as well.
 - Research has demonstrated that children of parents with substance use disorders are more likely to experience abuse or neglect than children in other households (DeBellis et al., 2001; Hanson et al., 2006). Child Welfare Services estimates that up to two-thirds of child abuse and neglect involves substance abuse.

2. **In a short paragraph, tell us your project's (or organization's) goals and outcomes...**

Our program objectives for the next year are:

- For at least 53 percent of our clients to successfully complete our 90-day program.
- To continue providing at least 38 percent of our clients with scholarships.
- To serve 100 women.

3. **Describe your project or the capital items requested...**

N/A (this is a general support request)

4. **If this is a request for General Support, what are your organization's most pressing needs.**

Our most pressing needs at this point are the following:

• **Scholarships for Low-Income Women**

A general operating grant would enable us to offer more scholarships to low-income women.

Currently, 66 percent of the women we serve require some sort of financial support, either in the form of government assistance or a scholarship from us. Approximately 38 percent of the women who come through our program receive a scholarship from us, but this number would be higher if we had more funding for it.

• **Building Maintenance**

The amount of funding we have lost in recent years has led to our inability to adequately maintain our three buildings (Main House, Grad House, and Oliver House). All three of our houses were originally single family homes, and not built for so many people. Now, Main House in particular is in need of new paint, carpet, and windows in the upstairs area (which houses the women's bedrooms). Maintenance is important in keeping the properties from degrading, but it is also essential in order to maintain Casa Serena's warm, peaceful, and homelike setting—a hallmark of our organization.

5. **How do you plan to evaluate the effectiveness or impact of the project?**

We will evaluate the success of our program through tracking graduation rates and scholarship recipients, as well as through client exit surveys. The majority of our clients absolutely rave about how much they got out of the program. Here are several quotes from some recent evaluations:

"This house, staff, program has changed my life, my perspective, and my path completely. I am beyond grateful for the people who devote their lives to help other alcoholics day in and day out. I hope I am able to do the same once I get on my feet."

"Casa Serena has saved my life physically, mentally, emotionally, spiritually, in every way possible. Staff has helped me the most in my stay at Casa. They became my family because I did not have any. The residents became my sisters. The groups, chores, meetings, individual sessions, rules, and structure have helped me begin the rigorous process of changing everything about myself."

"I feel that my chances of maintaining sobriety are greater because of Casa Serena. I am amazed at all the love, support, and compassion from staff. It's wonderful. There is a tremendous amount of caring that goes on here. It brings tears to my eyes."

"It is one of the best treatment residential centers I've been to, and I've been to many. The program does work if we are ready and work it, one day at a time."

6. **Summarize the skills and relevant experience of key staff/volunteers...**

Craig Belknap, Executive Director: Craig brings to Casa Serena over 31 years of experience in treating chemical dependency. He served nine years as the Executive Director of Nexus, a residential treatment program for women in Texas. He is very active in the local recovery community. Currently, he is a member of the Board of Directors for the Salvation Army, a panel member for Carp Cares and a consultant for several local organizations on issues of conflict resolution and chemical dependency.

Nancy Belknap, Program Director: Nancy has been working at Casa Serena since 2003. Nancy began as a counselor at Main House and in 2004 became the lead counselor at Grad House. She is a Certified Addictions Treatment Counselor as well as a Certified Relapse Prevention Therapist through the Gorski Institute. She is certified in the Matrix Model of Methamphetamine treatment. Nancy has also worked as a counselor for the Salvation Army in Carpinteria and Visiting Nurse and Hospice Care in Santa Barbara. Nancy received her Bachelor's Degree from the University of South Africa.

Anna Drake, MFT Intern, Main House Counselor: Anna provides group and individual counseling at Casa Serena's Main House. She has a B.A. in American Studies and Politics from the University of California and an M.A. in Clinical Psychology with an emphasis in Marriage and Family Therapy from Antioch University. Anna has also fulfilled the Post-Professional Specialization in Addiction Counseling and is currently awaiting certification. Anna has worked with a variety of populations including at-risk youth, those who are dually-diagnosed, and indigent adults.

Sandy Mistretta, Oliver House Counselor: Sandy provides individual and group addiction counseling weekly at Oliver House. Sandy graduated from Casa Serena's recovery program in 2009. She was inspired to become a Certified Addictions Treatment Counselor, and graduated from Santa Barbara City College program with honors. Sandy is concurrently enrolled at Antioch University to receive her B.A. in applied psychology.

Kathy McElroy, Grad House Counselor: Kathy is a 2011 graduate of Antioch University. She has her M.A in Clinical Psychology, as well as a bachelors degree in Sociology from UCSB. She is an MFT intern and will qualify to take her certification test in 2012.

7. **If full funding is not available through this request, how will you proceed? Please explain.**

If full funding is not available through this request, we will continue to seek funding from other sources. If our budget is not fully funded, we will not be able to increase the number of scholarships we provide.

Casa Serena

- List of Board of Directors
- Organizational Financial Summary
- Organizational Balance Sheet
- Tax Exemption Letter

Board of Directors/Governing Body

Name	City	Affiliation/Profession	Board Position	Member Since
Mike Olsen	Santa Barbara	Community Volunteer	President	2009
Charles McBride	Santa Barbara	Community Volunteer	Treasurer/Finance Comm. Chair	2008
Valerie Cavanaugh	Santa Barbara	Attorney	Secretary	2009
Bob Steele	Santa Barbara	Engineer	Building and Grounds Comm. Chair	2011
Nan Schooley	Santa Barbara	MFT, Cottage Hospital	Program Committee Co-Chair	2011
Mart Keefe	Santa Barbara	Cottage Residential Center	Program Committee Co-Chair	2011
Marilyn Gillard	Santa Barbara	Television & Film Producer	Development/Marketing Comm. Co-Chair	2011
Robbin Berhens	Santa Barbara	Property Management	Development/Marketing Comm. Co-Chair	2011
Sheila Block	Santa Barbarra	Community Volunteer		2012
Tom Coleman	Santa Barbara	Developer		2011
Doug Jackson	Santa Barbara	Physician		2011

How often does the Board / Governing Body meet? 1 time per month except for December

Applicant Name: Casa Serena**Organization Financial Summary**

Organization Name:	Casa Serena
Fiscal Year Dates	July 1, 2012 - June 30, 2013

INCOME

Possible categories: Government grants, foundation grants, individuals, business support, events, fees for service, etc.

Source	Prior Year's Actual (\$) 30-Jun-12	Projected Annual Budget 2012-13	YTD Actual (\$) Sept. 30, 2012
Client Fees	\$ 315,318	\$ 290,000	\$ 80,721
Donations	\$ 132,182	\$ 165,516	\$ 84,058
Grants	\$ 193,798	\$ 287,000	\$ 15,000
Other Operating Revenues	\$ 6,571	\$ 7,000	\$ 989
Government Contracts	\$ 74,399	\$ 91,484	\$ 17,253
Endowment Transfer	\$ 45,467		\$ 50,880
Release from Restricted Assets	\$ 56,000		
TOTAL INCOME	\$ 823,735	\$ 841,000	\$ 248,901

List the In-Kind (non-cash) contributions: Clothing, food, services

EXPENSES

Possible categories: Salaries, professional fees, rent and utilities, travel, publicity/outreach, events, etc.

Item	Prior Year's Actual (\$) 30-Jun-12	Annual Budget (\$) 2012-13	YTD Actual (\$) Sept. 30, 2012
Salaries and Benefits	\$ 532,357	\$ 547,500	\$ 141,845
Bldg. Maintenance	\$ 40,988	\$ 45,000	\$ 14,209
Property Tax	\$ 83	\$ 100	
Utilities	\$ 31,165	\$ 31,000	\$ 8,071
Telephone	\$ 8,508	\$ 8,500	\$ 1,803
Food	\$ 51,248	\$ 50,000	\$ 12,799
Program Expense	\$ 27,243	\$ 28,000	\$ 5,704
Insurance	\$ 25,682	\$ 27,500	\$ 5,008
Auto	\$ 5,281	\$ 5,500	\$ 1,048
Development Expenses	\$ 18,817	\$ 18,000	\$ 21,722
Dues & Subscriptions	\$ 1,134	\$ 1,000	\$ 115
Licenses & Fees	\$ 6,870	\$ 7,500	\$ 1,705
Professional Services	\$ 68,749	\$ 60,000	\$ 19,515
Office Expense	\$ 10,636	\$ 9,000	\$ 1,767
Small Equipment	\$ 1,204	\$ 200	
Staff Education	\$ 2,268	\$ 2,000	
Board Expense	\$ -	\$ 200	
TOTAL EXPENSES	\$ 832,233	\$ 841,000	\$ 235,311
NET PROFIT OR LOSS	\$ (8,498)	\$ -	\$ 13,590

Total Capital Expenses	\$	\$	\$
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i.e., computers, vehicles, building improvements, etc:

Explanatory Notes:

Organization Balance Sheet Summary

Note: Check with each foundation to see if this form is required.

	MOST CURRENT (\$)	PRIOR YEAR CLOSE (\$)
ASSETS	31-Jul-12	30-Jun-12
Current Assets		
Cash and Equivalents	\$ 408,169.00	\$ 199,470.00
Accounts Receivable	\$ 5,870.00	\$ 4,423.00
Prepaid Expenses	\$ 2,500.00	\$ 2,500.00
Inventory		
Grants/Pledges Receivable		
Other: Scholarships		\$ 204,907.00
Fixed assets (Net)		
Property	\$ 292,597.00	\$ 292,597.00
Buildings	\$ 582,229.00	\$ 582,229.00
Equipment	\$ 4,975.00	\$ 4,975.00
Investments		
Endowments	\$ 1,131,666.00	\$ 1,119,765.00
Other:	\$ 2,050.00	
TOTAL ASSETS	\$ 2,430,056.00	\$ 2,410,866.00
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 18,586.00	\$ 4,875.00
Accrued Expenses	\$ 44,637.00	\$ 42,998.00
Long Term Debt (Current Portion)		
Short Term Debt		
Other: Deferred Revenue	\$ 50,000.00	\$ 100,000.00
Long Term Debt (over a year)		
Loan		
Other:		
TOTAL LIABILITIES	\$ 113,223.00	\$ 147,873.00
NET ASSETS	\$ 2,316,833.00	
Unrestricted		\$ 2,262,993.00
Temporarily Restricted		
Permanently Restricted		
TOTAL LIABILITIES		
AND NET ASSETS	\$ 2,430,056.00	\$ 2,410,866.00

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: January 15, 2000

Person to Contact:
Dalphine Naegele 31-04012
Customer Service Representative

Telephone Number:
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
95-2862385

Casa Serena
1515 Bath St.
Santa Barbara, CA 93101-3024

Dear Sir or Madam:

This letter is in response to your telephone request on January 15, 2000, for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in March 1974, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(2).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.