

A. Organization Profile

Completed by projcoor@vacmo.org on 6/7/2022 5:03 PM

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

A. Organization Profile

Please provide the following information.

ORGANIZATION

A.1. Organization Name

Voluntary Action Center

A.2. Doing Business As (DBA)

A.3. Federal EIN

23-7120750

A.4. DUNS Number

15-816-2040

A.5. Organization Type

Tax-Exempt/not for profit

A.6. Address

403A Vandiver Drive Columbia, MO 65202-1663

CONTACT INFORMATION

A.7. Head of Organization

Ed Stansberry

A.8. Head of Organization Title

Executive Director

A.9. Phone

(573) 874-2273

A.10. Email

dir@vacmo.org

A.11. Website

<https://www.vacmo.org/>

B. Mission/Goals

Completed by projcoor@vacmo.org on 6/7/2022 4:37 PM

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

B. Mission/Goals

Please provide the following information.

B.1. Organizational Mission Statement

The mission of the Voluntary Action Center (VAC) is to help our neighbors who are experiencing hardship bridge the gap between crisis and stability and improve the quality of life in Boone County.

B.2. Description of Organizational Goals

For over 50 years, VAC has provided emergency services and resources to residents experiencing hardship and homelessness in Boone County. By reaching out to those in need, VAC provides basic and emergency services in the areas of health, employment, education, and housing. These programs are a critical community asset providing important resources and community safety net services to those in need. As the community's needs have changed so have VAC outreach services.

B.3. Describe the geographic service area.

VAC serves residents of Columbia, MO, and the surrounding county seat of Boone County. Boone County is centrally located in Mid-Missouri with the Missouri River on its southern border. The county is 691 square miles with a population of 183,610 (2020 census), making it the eighth most populated county in Missouri. Columbia, Missouri, has a population of 126,254 (2020 census) and is located centrally in the state with St. Louis and Kansas City both 120 miles away. Jefferson City, the state's capital, is 29 miles south of Columbia.

B.4. Describe the populations served by your organization.

VAC serves individuals experiencing hardship and chronic or unsheltered homelessness. Chronic homelessness is defined as long periods or multiple periods of homelessness, while unsheltered homelessness refers to individuals living in unsuitable and non-habitable locations such as outdoor tent camps, parking garages, parks, a car, or buildings without running water or utilities.

B.5. What percent of participants served in your previous fiscal year are identified as local Minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

72.00 %

B.6. How does your organization operationalize the values of diversity, inclusion and social equity?

VAC focuses on DEI in the hiring process and board member recruitment. Staff and board members represent multiple ethnic backgrounds as well as LGBTQ+.

B.7. Does the organization promote and provide board representation from local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

B.8. Does the organization's top 5 paid employees employed include local minority populations, persons with

Printed By: Darcie Clark on 6/17/2022

2 of 15

disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

B.9. Is your organization a Section 3 employer, or does the proposed project include the Utilization of Section 3 employers in accordance with the Housing and Urban development Act of 1968?

Yes

Documentation

Articles of Incorporation

Amendment Articles of Incorporation 1973.pdf

By-laws

VAC By-laws (amended 7-2020).pdf

Strategic Plan

VAC Strategic Plan 11.8.17.pdf

Organizational chart

Org Chart_Names 2022 (2).pdf

IRS Tax Exempt Status Determination Letter

IRS Tax Determination 501(c)(3) Letter_VAC.pdf

Financial Statement

Audit Report 2020_VAC.pdf

IRS 990 or 990EZ

990_2019_VAC.pdf

Financial policies and procedures

Financial Procedures 2010.pdf

MO Secretary of State Registration

MO Tax Exempt_VAC.pdf

C. Governance Board

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

Completed by projcoor@vacmo.org on 6/4/2022 4:08 PM

C. Governance Board

Please provide the following information.

C.1. Board Members

Name	Board Position	Address	Term Begin Date	Term End Date
Chris Lunn	President	1400 Veterans United Drive , Columbia, MO	7/1/2017	6/30/2023
Mark Thomas	Vice-President	306 Reynolds Alumni Center, Columbia, MO 65211	7/1/2019	6/30/2022
Todd Weyler	Treasurer	1817 W. Broadway, Columbia, MO 65218	7/1/2021	6/30/2024
Lynn Cole	Secretary	912 Hickory Hills Drive, Columbia, MO 65203	7/1/2016	6/30/2022
Monica Barton	Member	1400 Veterans United Drive , Columbia, MO 65203	7/1/2018	6/30/2024
Sabrina Basinger	Member	3304 W. Broadway Business Park Ste. J, Columbia, MO 65203	7/1/2019	6/30/2022
Kristen Brown	Member	1007 N. College Ave, Columbia, MO 65201	7/1/2019	6/30/2022
Jim Bryan	Member	3413 Whitney Ct., Columbia, MO 65203	7/1/2017	6/30/2023
Melissa Carr	Member	1109 LaRail Dr., Columbia, MO 65203	7/1/2016	06/01/2022
Michele Curry	Member	901 E. Broadway, Columbia, MO 65201	7/1/2020	6/30/2023
Jennifer Erickson	Member	412 W. Walnut, Columbia, MO 65203	7/1/2017	6/30/2023
Kelly Gilbert	Member	801 E. Broadway, Columbia, MO 65201	7/1/2021	6/30/2024
Alex George	Member	22 S. 9th Street, Columbia, MO 65201	7/1/2016	6/30/2022
Bridget Gruender	Member	2614 Forum Blvd., Columbia, MO65203	7/1/2020	6/30/2023
Celeste Hardnock	Member	1110 E. Broadway, Columbia, MO 65201	7/1/2016	6/30/2022
Ken Hutchinson	Member	1416 N. Countryside Dr., Columbia, MO 65202	7/1/2017	6/30/2023
Ezra Komo	Member	1020 E. Walnut St., Columbia, MO 65201	7/1/2021	6/30/2024

Printed By: Darcie Clark on 6/17/2022

5 of 15

Penny Kuhns-Knarr	Member	The Food Bank of Central & Northeast Missouri	7/1/2020	6/30/2023
Denzel Patterson	Member	720 E. Broadway, Columbia, MO 65201	7/1/2021	6/30/2024
Charles Sampson	Member	2706 Scarlet Oak Ct., Columbia, MO 65201	7/1/2019	6/30/2022
Megan Steen	Member	3401 Berrywood Drive, Columbia, MO	7/1/2021	6/30/2024

D. Proposal Summary

Completed by projcoor@vacmo.org on 6/7/2022 4:35 PM

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

D. Proposal Summary

Please provide the following information.

D.1. Provide a summary describing the proposed project.

The Voluntary Action Center (VAC) will expand its current services with the construction and operation of a low-barrier, Housing First 24/7 emergency shelter operating 365 days a year and providing comprehensive services for individuals experiencing chronic and unsheltered homelessness in Columbia, MO. Chronic homelessness is defined as long periods or multiple periods of homelessness, while unsheltered homelessness refers to individuals living in unsuitable and non-habitable locations such as outdoor tent camps, parking garages, parks, a car, or buildings without running water or utilities.

The Opportunity Campus (OC) will be approximately 25,000 square feet and will house 75-beds, a kitchen, laundry facilities, showers, secure storage, a computer lab, a drop-in center, and housing case management resources. In addition, VAC will partner with several community resources to provide essential services in the new facility, including Turning Point, Loaves and Fishes, and Room at the Inn. Turning Point, currently located at Wilkes Boulevard Methodist Church, will relocate to the Opportunity Campus and operate the drop-in center and serve as a point of contact for facilitating building services. Loaves and Fishes will serve free, community meals, approximately 150 each evening.

The primary goal of the OC is to end homelessness through care and support services provided by the emergency shelter with quick placement to permanent housing. The OC will benefit Columbia and Boone County by reducing community costs associated with caring for the homeless, including emergency room visits, incarcerations, and loitering to name a few.

The shelter will be built on a 5.65-acre site located at Bowling Lane and Business Loop 70 in Columbia, MO. This site was secured by VAC on April 5, 2022, for \$602,000. VAC has secured Little Dixie as its general contractor and PWArchitects, Inc. for architectural services.

D.2. Select the production goal(s) within the 2020-2024 Consolidated Plan that this project will fulfill:

- Rehab and Repair of Homes
- Technical Assistance to Businesses
- Direct Homebuyer Assistance
- Sidewalk Construction
- Direct Housing Counseling and Education
- Storm Water Improvements

- New Home Construction
- Acquisition and Demolition of Dilapidated Structures
- Production of Rental Units
- Code Enforcement
- Tenant Based Rental Assistance
- Public Facilities and Improvements
- Vocational Training
- Homeless Facility Improvements

D.3. Project service area: Will this project service individuals and households within the City of Columbia?

Yes

D.4. Number Served: How many individuals or households will this project benefit? What is the target population?

Please provide data to support.

The OC will serve homeless individuals and families as well as those at risk of homelessness. According to the 2020 Missouri Balance of State report, there were a total of 237 sheltered and unsheltered individuals in Boone County. VAC estimates the OC will serve 500 individuals annually, including 100 individuals daily with overnight shelter, 80 individuals daily with meals, and 60 individuals daily with day center resources.

D.5. Outcomes: Identify the specific, measurable and desired outcomes for this project.

The project goal is to end homelessness through supportive services and resources and quick placement in permanent housing. Client success outcomes will be measured through a comprehensive case management solution (Apricot 360). In addition, homelessness data tracking (identified in D6) will measure the reduction level in counts of the Prioritization List, Point in Time census, and VAC calls for housing assistance. We will also monitor other agency counts to gather broader perspectives.

D.6. Outcome Data: What data will be collected to evaluate the outcomes for this project?

Data tracking will be collected through Homeless Management Information System (HMIS) and Boone County Collation to End Homelessness (BCCEH), formerly Functional Zero Task Force (FZTF). Client data on services utilized through the Opportunity Campus will also be tracked and analyzed.

D.7. How does the proposed project address and promote systemic changes towards social and racial equality?

This project will promote social and racial equality by addressing service deficiencies for the homeless. The OC will be the first investment of resources for the Boone County homeless population in more than 20 years.

D.8. Does the organization have control of the site(s) for the project?

Yes

D.9. Is the proposed project compliant with existing zoning and land use ordinances?

Yes

D.10. Describe actions to rezone the property to allow for desired use

Printed By: Darcie Clark on 6/17/2022

Rezoning of the site location property is not necessary.

D.11. Neighborhood Consultation: Describe how the neighborhood has been consulted regarding this project.

The agency received consultation regarding this project through the following relationships:

- Homeless clients working with VAC case managers.
- Homeless clients working with the Turning Point day center.
- Partnership with Burrell Mental Health Services.
- Contributions from the Public Health Department to the Boone Impact Group.
- Boone County Coalition to End Homelessness.

The agency will facilitate several community forums and input sessions with members of the homeless community.

D.12. The proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position.

Compliance with HUD and City regulations for this project will be carried out by the following agency members:

- Ed Stansberry, Executive Director
- Debbie Jones, Finance Administrator
- Chris Lunn, Board President

The ultimate responsibility lies with the agency's executive director.

D.13. What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past.

VAC has over 50 years of experience providing emergency services and resources to residents experiencing hardship and homelessness in Columbia. The key leaders of VAC have over 50 years of experience working with multiple nonprofit organizations in the region. An executive director for the OC will be hired in the next 18-months. The selected individual will provide leadership in achieving organizational goals and objectives, providing a vision for strategic planning, overseeing the day-to-day operations, and maintaining key internal and external relationships.

D.14. Does the proposed project include the utilization of qualified MBE/WBE contractors or subcontractors, which may include construction, services or operational supplies?

Yes

D.15. For construction projects, who is the designated person or firm designing and inspecting construction projects.

The agency has secured Little Dixie as its general contractor and PWA Architects, Inc. for architectural services.

D.16. Provide a brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding.

With numerous years of experience receiving funding from the City of Columbia, VAC has successfully administered CDBG and basic needs grants. In 2021, the agency provided \$230,000 in CDBG funds directed at rent and mortgage assistance. In addition, VAC has distributed \$15,000 in service coordination and \$35,000 in case management as part of the VAC's basic needs grant from the City.

Last year, VAC made a big impact in the lives of those facing hardship and homelessness in Columbia. VAC is grateful to the City of Columbia for its support in 2021, without COMO's generosity many residents would have gone without critical and life-supporting needs. VAC served 450 housing clients with rent and mortgage assistance. Of all its services

and programs, 6,268 individuals and 2,356 households were served meeting more than 27,400 needs. This data is a testament to the breadth of services provided and the value of investments made by the City of Columbia for its residents with critical needs.

This CDBG project application for the OC will go even further in supporting the housing needs of Columbia, and VAC looks forward to utilizing its current CDBG funds of \$72,000 toward this project.

Also located on the OC property will be a Resource Center, serving as another community asset. This facility will be separate and distinct from the emergency shelter and will provide a variety of supportive services including behavioral health, mental health, substance abuse treatment, and employment services from several community partners.

Documentation

 **Project timeline**

timeline_OC_campaign.jpg

 **Site map/diagram**

Preliminary Topo Layout.pdf

 **Site pictures**

Site Pictures_OC_Bowling Street Property.pdf

 **Letters of commitment**

Confirmed Funding_VAC_OC_June 2022.docx

 **Project personnel resumes**

Resume_Deborah Jones.pdf

Resume_Ed Stansberry.pdf

E. Budget

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

Completed by projcoor@vacmo.org on 6/3/2022 4:28 PM

E. Budget

Please provide the following information.

* - denotes ineligible CDBG funding activity

** - denotes ineligible HOME funding activity

E.1.

Activities	CDBG	HOME	Cash Applicant Providing	In Kind Services	Other
Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Architectural	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inspection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
New Housing Construction*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demolition and Site Improvements**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Improvements Construction**	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Rehabilitation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Minor Home Repair**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Professional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Infrastructure**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Homeownership Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office and Utilities (Costs only CDBG eligible for public services activities)**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developer Fee for Housing Development (limited to 10% of total development cost)*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Program Administration**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TBRA Administration*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Printed By: Darcie Clark on 6/17/2022

11 of 15

Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00

F. Required Documents

Completed by projcoor@vacmo.org on 6/7/2022 4:35 PM

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

Required Documents

Please upload the following files:

Documentation



Articles of Incorporation *Required

Amendment Articles of Incorporation 1973.pdf



By-laws *Required

VAC By-laws (amended 7-2020).pdf



Strategic Plan *Required

VAC Strategic Plan 11.8.17.pdf



Organizational chart *Required

Org Chart_Names 2022 (2).pdf



IRS Tax Exempt Status Determination Letter *Required

IRS Tax Determination 501(c)(3) Letter_VAC.pdf



Financial Statement *Required

Audit Report 2020_VAC.pdf

IRS 990 or 990EZ

990_2019_VAC.pdf

Financial policies and procedures *Required

Financial Procedures 2010.pdf

MO Secretary of State Registration *Required

MO Tax Exempt_VAC.pdf

Project timeline *Required

timeline_OC_campaign.jpg

Site map/diagram

Preliminary Topo Layout.pdf

Site pictures

Site Pictures_OC_Bowling Street Property.pdf

Letters of commitment

Confirmed Funding_VAC_OC_June 2022.docx

Project personnel resumes *Required

Resume_Deborah Jones.pdf

Resume_Ed Stansberry.pdf

Certification

Completed by projcoor@vacmo.org on 6/9/2022 8:37 AM

Case Id: 12214

Name: Voluntary Action Center - 2023

Address: 403A Vandiver Drive

Certification

Please provide the following information.

LEAD AGENCY

I certify that I have been authorized by the applicant's governing body to submit this application and that the information contained herein is true and correct to the best of my knowledge.

Authorized Name and Title

Ed Stansberry, Executive Director

Telephone

(573) 874-2273

Authorized Signature

Edwin E. Stansberry

Electronically signed by projcoor@vacmo.org on 6/9/2022 8:36 AM