

# FUNDING APPLICATION

## GENERAL INFORMATION

### Organization Information

<b>Legal Name:</b> Mission Road Developmental Center		<b>Federal Tax ID#:</b> 74-6024405	<b>501(c)(3) Public Charity</b> 509 (a)(1)	
<b>Address:</b> 8706 Mission Road	<b>City:</b> San Antonio	<b>State:</b> TX	<b>Zip Code:</b> 78214	
<b>Website:</b> missionroadministries.org		<b>Fax:</b> (210) 334-2437	<b>United Way Funded:</b> Yes	

**Fiscal Year:**  
July 01 to June 30

### Head Of Organization

<b>Name:</b> Lora Butler	<b>Title:</b> President & Chief Operating Officer
<b>E-Mail Address:</b> lbutler@mrmsat.org	<b>Phone:</b> (210) 334-2453

### Application Contact

<b>Name:</b> Jessica Anderson	<b>Title:</b> Director Grants and Research	<b>E-Mail Address:</b> janderson@mrmsat.org	<b>Phone:</b> (210) 334-2453
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### Previous Najim Funding

Year	Funding \$
2007	\$76,476
2008	\$100,000
2009	\$95,000
2010	\$85,886
2011	\$75,000
2012	\$85,000
2013	\$80,966
2014	\$100,000
2015	\$85,000
2016	\$85,000
2017	\$85,000
2018	\$340,000
2019	\$50,000
<b>Total</b>	<b>\$1,343,328</b>

**Has the organization applied to the Najim Family Foundation in the past and been declined?**  
No

<b>Grant Amount Requested \$:</b>	<b>Total Project Budget \$:</b>	<b>Organization's Annual budget \$:</b>
\$50,000	\$3,011,254	\$16,896,503

**Mission Statement:**

MRDC is a community-based, church sponsored organization with a Call from God to minister to persons with intellectual and other developmental disabilities by challenging them to achieve their full potential.

**PROJECT INFORMATION**

**Program / Project Title:**

To support the S.O.A.R. & MORE challenge program (\$25,000) and the operating expenses for the Campus Medical Clinic (\$25,000).

**PROJECT TIMELINE**

<b>Start Date</b>	<b>End Date</b>
07/01/2020	06/30/2021

**Harvey E. Najim Family Foundation Priorities:**

Disabilities/Special Needs

**Program / Project Description:**

\$25,000 to underwrite S.O.A.R. & MORE:

S.O.A.R. & MORE (Summer Outreach And Recreation) is a strategic engagement program created and executed by MRDC at our main campus. The program's goal is to keep children diagnosed with IDD engaged in academics, life skills, recreation, art, and community service, so that they do not regress on the behavioral, academic, social, or physical progress they made during the school year. S.O.A.R. & MORE takes place during summer break, over holiday breaks, and after school. S.O.A.R. is the summer break component of the program. Monday through Friday for nine weeks during summer, S.O.A.R. serves up to 50 children who live at MRDC, and 23-26 children from the community who live at home with their families across San Antonio. We call the children from the community our "Koalas". There is a serious gap in services for children living with IDD and their caregivers during summer break. With our beautiful campus and built-in activities, like swimming, games in our air-conditioned gym, and activities on our sports court finished out with a commercial grade shade structure (generously funded by The Najim Charitable Foundation), opening S.O.A.R. up to the Koalas made sense. S.O.A.R. offers a tremendous opportunity for these special kids to attend a classic summer camp and has proven to be so valuable, we added "& MORE"--our after-school and holiday break component.

S.O.A.R. & MORE is considered an enrichment program by the State and is, therefore, ineligible to receive funding, so each year MRDC must raise the funds necessary to continue this important program. We are hopeful that the Foundation will be moved to once again support S.O.A.R. with a \$25,000 grant to be used in our matching challenge and announced at our first-ever virtual Grand Western Shindig. At last year's Shindig, over 800 guests and volunteers came together to help raise critical operating dollars for MRDC. Since we are holding Shindig virtually this year, we are particularly concerned about the success of this approach and format. For this reason, a gift from the Foundation is more important than ever, especially to the vulnerable children in our care. As in years past, all proceeds of the matching challenge will be restricted to S.O.A.R., and The Najim Charitable Foundation will once again be highlighted as a matching challenge participant in the official Shindig invitation, on our website leading up to and during the event, and included in social media posts about Shindig. We hope you will join us virtually for the event!

This summer, it was not possible to bring our Koalas back for S.O.A.R. In light of the COVID-19 pandemic, it posed too great a risk to the children's health and well-being. However, we were able to provide daily activities and lessons to each child and their family via private daily videos on Mission Road's YouTube channel, and weekly deliveries of worksheets, books, and craft activities. We were also able to send Children's Program staff members to Koala homes once a week to do activities with each child in their front yard from a safe distance, which helped keep the kids engaged, active, and included! MRDC plans to bring Koalas back to S.O.A.R. in 2021 as long as it is safe to do so.

\$25,000 to support general operations of the Clinic:

We would also like to request the Foundation's support for our campus clinic. Our clinic serves MRDC's residential children, all of whom live in family-style cottages on our campus. MRDC does not turn away children because of the difficult medical needs that accompany their IDD diagnosis. The clinic staff and our other specialized staff members support the behavioral, dietary, and physical medical needs of our residential children on a daily basis. The clinic also provides training, policies, and procedures to all direct care staff as it pertains to medical care. MRDC's clinic operates from 5:30 AM-10:00 PM weekdays, has 24-hour weekend service, and provides on-call service. Clinic staff administer all medications to resident children twice daily, and carry out daily wellness checks covering everything from blood pressure and weight management to temperature checks and wound care. Our clinic staff interfaces with school nurses on illness/behavioral issues, makes doctor appointments, oversees school pick up, and take the children to medical appointments to act as medical advocates and to receive care instructions. MRDC's clinic inventories all medications per State and pharmacy requirements, and reorders medications as needed. The clinic trains Mission Road staff and clients on everything from sun protection to the side effects of psychotropic medication. This work helps MRDC to eliminate disparities of health within the IDD population, offers educational and preventative measures to avert the development of health issues, provide medical services that address the needs of the medically vulnerable, and address the necessary continuum of care for our children. MRDC employs seven full-time Registered Nurses who oversee four full-time Medical Assistants, Clinic Aids, additional clinic staff, and the medical care provided by the clinic. People with IDD can have trouble understanding what is going on around them. MRDC's dedicated medical care, provided by long-term, familiar employees, provides consistent patient advocacy and helps our children feel secure and confident when receiving medical care. Our campus clinic is of the utmost importance to the health, well-being, and safety of our youngest clients--the vast majority of whom cannot yet care for themselves and many of whom were not properly medically cared for consistently until reaching MRDC.

**Evaluation Plan:**

**S.O.A.R. & MORE:**

Academic facilitators review each child's progress at the end of summer and at the end of the school year. The facilitators create reports based on whether or not the kids showed progress in their assigned skill set. Progress is measured based on improvement in the child's skill set, by remaining at the same level, or regressing in skills. We provide 36 hours of summer academic support to community children and 36 hours of summer academic support to our resident children.

**Clinic:**

Keeping the clinic staffed and providing 24-hour on-call support 365 days a year to provide services. Continuing routine medical training provided by clinic staff to MRDC's 200 direct care employees annually. Training includes: sun protection, psychotropic medication, CPR, self-administration of medications, proper medical documentation/case notes, etc. MRDC's direct care staff logs 10,000 training hours annually. Exceptional medical care and coordination of care for up to 50 adolescent residents.

**Plans to sustain project beyond the term of this request:**

S.O.A.R. & MORE is annually funded through the Help a Kid S.O.A.R. matching challenge at our Grand Western Shindig. MRDC finances S.O.A.R. & MORE by raising 50% of the program's necessary funding with generous gifts from supportive foundations and corporate partners. The remaining 50% of the balance is then raised at Shindig through the matching challenge. The matching challenge is when we "challenge" our patrons and supporters to "match" the funds we have raised from foundations and corporate partners. We continue to apply for grants if our goal is not met at Shindig. The Najim Charitable Foundation, Saint Susie Charitable Foundation, the Greehey Family Foundation, the Valero Foundation, and the H-E-B Tournament of Champions have provided cornerstone funding for the challenge for many years. Regarding the clinic, we received \$25,000 in funding from The Najim Charitable Foundation last year. We hope to have these funds renewed this year.

**Children Impacted:**

<b>How many unduplicated children will the TOTAL PROJECT INITIATIVE impact?</b>		<b>How many unduplicated children will NFF REQUESTED FUNDS impact?</b>	
76		76	
<b>Please provide the percentage of each group below that will be served by the project in which funds are being requested. Do not leave any area blank. If that specific group will not be served, include zero. The percentage should total 100%.</b>			
<b>A. Population Served Age</b>		<b>B. Population Served Ethnicity</b>	
Infants (0-5)	0%	African American	21%
Children (6-13)	44%	Asian American	0%
Young Adults (14-18)	56%	Caucasian	39%
<b>TOTAL:</b>	<b>100%</b>	Hispanic/Latino	40%
		Native American	0%
		Other and Define	0%
		<b>TOTAL:</b>	<b>100%</b>
<b>City Council District for Which Children are Being Served:</b>			
District8			
<b>Line item Budget:</b>			
<b>Line Item Description</b>	<b>Total Project Funds Allocation</b>	<b>Najim Funds Allocation</b>	
Salaries	\$1,187,043	\$0	
Insurance - Corporate	\$17,705	\$0	
Benefits - Employee	\$201,678	\$0	
Life Insurance	\$1,647	\$0	
IT Support Services	\$7,381	\$0	
Related Agency Professional Fees	\$18,235	\$0	
Professional Fees - Program Related	\$26,912	\$0	
Training - Client	\$24,529	\$0	
Supplies - All Other	\$41,248	\$0	
Telephone	\$7,486	\$0	
Postage & Shipping	\$1,200	\$0	
Printing & Publications	\$150	\$0	
Occupancy	\$43,691	\$0	
Equipment - Maintenance Non IT	\$604	\$0	
Travel	\$14,662	\$0	
Membership Dues	\$240	\$0	
Conferences	\$240	\$0	
Assistance to Individuals	\$13,105	\$0	
Misc	\$240	\$0	
Summer Outreach And Recreation	\$230,000	\$25,000	
FBI Checks	\$2,476	\$0	

Clinic	\$288,371	\$25,000
Campus Maintenance	\$92,587	\$0
Staff Training	\$24,583	\$0
Pool & Pavillion	\$23,175	\$0
Chaplain	\$19,206	\$0
Kitchen	\$101,594	\$0
Laundry	\$58,658	\$0
Management Fee	\$343,796	\$0
Maintenance Reserve	\$105,016	\$0
Payroll Taxes	\$87,926	\$0
Utilities	\$25,870	\$0
<b>TOTAL:</b>	<b>\$3,011,254</b>	<b>\$50,000</b>

### **OTHER FUNDING RESOURCES**

**For Project being Requested: Funding sources and amounts, pending and committed.**

#### **PROJECT - PENDING**

<b>Funder Name</b>	<b>Amount Requested</b>
Najim Charitable Foundation	\$50,000
H-E-B Tournament of Champions	\$35,000
Valero Foundation	\$25,000
St. Susie Charitable Foundation	\$10,000
Sequor Foundation	\$5,000
Alamo Kiwanis Charities	\$5,000
<b>TOTAL:</b>	<b>\$130,000</b>

#### **PROJECT - COMMITTED**

<b>Funder Name</b>	<b>Amount Requested</b>
Greehey Family Foundation	\$15,000
Texas Cavaliers Foundation	\$5,000
<b>TOTAL:</b>	<b>\$20,000</b>

**Other funding sources and amounts, pending and committed not specific to this request.**

#### **ALL OTHER ORGANIZATION REQUESTS - PENDING**

<b>Funder Name</b>	<b>Amount Requested</b>
Anderson Foundation	\$20,975
St. Luke's Lutheran Health Ministries	\$10,155
Cowden Foundation	\$10,000
Amy Shelton McNutt Charitable Trust	\$5,000
Dixie Starnes Wenger Foundation	\$5,000
Women of St. Luke's	\$3,866
<b>TOTAL:</b>	<b>\$54,996</b>

#### **ALL OTHER ORGANIZATION REQUESTS - COMMITTED**

<b>Funder Name</b>	<b>Amount Requested</b>
Baptist Health Foundation of San Antonio	\$125,000
Mays Family Foundation	\$50,000
San Antonio Area Foundation	\$50,000
USAA	\$25,000
Greehey Family Foundation	\$15,000
Capital Group	\$19,000
Texas Center for Child and Family Studies	\$15,000
First Presbyterian Church	\$10,000
Koehler Foundation	\$10,000
<b>TOTAL:</b>	<b>\$319,000</b>

## **BOARD OF DIRECTORS**

**What percentage of your board contributes financially to the organization?**

100%

**If Board giving is not at 100%, please explain why?**

**How are board members expected to participate in your organization?**

All board members are expected to personally contribute to our Annual Fund campaign. In addition to this financial commitment, they are asked to call five donors annually to personally thank them for their gifts and invite them to tour; to support Shindig as underwriters, table sponsors, auction donors, or participants; to attend all board meetings and to sit on two working sub-committees. Through this subcommittee work, the board members nominate future board members and oversee fundraising and public relations, the endowment, finances, legislative visits, and program planning.

## **LIST OF BOARD DIRECTORS**

<b>Name &amp; Office Held</b>	<b>Corporate Affiliation</b>
Joe Van Horn, Chairman, MRDC Board	VP-Risk Management and Trading , Valero Energy Corp.
Jim Daniell, Vice Chairman, MRDC Board	Owner, JD Properties
Ed Moore, Secretary & Treasurer, MRDC Board	Retired, Southwest Research Institute
Diana Stumberg, MRDC Board	Trustee, Stumberg Interests Ltd.
Bruce Weilbacher, MRDC Board	Partner, Weilbacher and Associates
Laura Mason, MRDC Board	Member, Corporate & Securities, Clark Hill Strasburger
Caroline Harte, MRDC Board	Chief Operating Officer, HFM Services, Inc.
Jessica Odom, MRDC Board	Community Leader and Volunteer
Ed Giron, , MRDC Board	Retired, Senior Contract Manager, AT&T

**Signature**

Jessica Anderson