

# Commission's Grant Application Form

Shelby County Board of Commissioners

## **GRANT APPLICATION**

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Legal Name of the Organization:	ITNMemphis aka Independent Transportation Network Memphis
EIN:	90-0622348
Street Address of Organization	561 South Prescott, Memphis, TN 38111-4333
Office Phone:	901-833-7666
E-mail	<a href="mailto:Tommiec111@aol.com">Tommiec111@aol.com</a>

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### EXECUTIVE DIRECTOR

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First Name	Pat
Last Name	Hickman

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### GENERAL CONTACT FOR THIS REQUEST(if other than Executive Director)

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First Name	Tommie
Last Name	Cervetti
Title:	President and Board Chair

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### DESCRIPTION OF GRANT REQUEST

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Program/Project Area:	Grant Writer/Fundraiser and Dispatcher/Driver
Amount Requested	\$24,900.00
Total Organizational budget (for current year):	\$152,653.00

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Total Project/Program Budget: \$24,900.00

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Dates covered by this budget: 1/01/2016 to 12/31/2016 (1 year from funds available)

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Project/Program Name: Senior Transportation

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## INTRODUCTION AND BACKGROUND OF ORGANIZATION

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Please summarize in a short paragraph the purpose of your agency. Briefly explain why your agency is requesting this grant, what outcomes you hope to achieve, and how you will spend the funds if a grant is made.

ITNMemphis is an affiliate of ITNAmerica, the nation's first and only Independent Transportation Network for seniors and the visually impaired. ITNMemphis provides door-through-door, arm-through-arm dignified transportation that is designed to feel like riding with a friend. Service is membership-based and available 24/7 for any purpose. Rates are affordable because ITN uses trained volunteer drivers that use their personal vehicles. Prices are also offset by grants and private donations. Research demonstrates that seniors often feel dependent and depressed when they have to repeatedly ask family and friends for rides. Many skip important errands and doctor's appointments because of inadequate access to safe, affordable transportation. ITN gives seniors back their sense of independence so they can remain active as long as possible. ITN gives families peace of mind about their loved ones' transportation needs. ITN enhances road safety for the entire community by ensuring that seniors have an alternative to driving beyond when it is safe. ITN is requesting this grant to help grow the organization by hiring a part-time Fundraiser/Grant writer to help research for additional funds to enable ITN to hire permanent staff. We will also engage a part-time dispatcher/driver to fill in when other volunteers are unavailable. ITN currently offers rides that originate within the I-240 loop. We have had many calls from residents all over Shelby County who have inadequate public transportation who could be served as the organization grows. Our desire is to help as many seniors with their transportation needs as our funding and the number of volunteers increase. We currently have a large waiting list for seniors wanting and needing the assistance ITN provides.

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## Narrative - Organization

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Current programs and accomplishments. Please emphasize the achievements of the recent past.

ITN initially raised enough capital to become an affiliate of ITNAmerica and hire an Executive Director. Our director died unexpectedly and we ran into a protracted project to get approval from the City of Memphis to provide rides. In September 2014, after an almost two year period, we were successful in getting a non-profit transportation ordinance passed. The ordinance allows for safe and regulated nonprofit transportation options for underserved populations at risk for social isolation. This enabled us to begin giving rides on December 1, 2015. As of this time we have given approximately 1000 rides using 18 volunteers. We now have 68 members receiving rides. In July of this year the Executive Director of ITNAmerica, Katherine Freund, chose to come to Memphis during her tour around the country to bring awareness to the public of the great service we are providing.

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Numbers of paid full-time staff:

No paid full-time staff currently

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Number of paid part-time staff:

No paid part-time staff currently

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Number of volunteers:

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## Narrative - Funding Request

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Please describe the program/project for which you seek funding and include how it will benefit the general welfare of residents in Shelby County, TN.

ITNMemphis envisions a community where seniors do not have to make hard choices regarding their transportation options. Many continue driving after they know it is not safe to do so simply because they have no other way to get around. Oftentimes families have to make the hard decision to take their parents car keys from them when they know their driving is impaired. Without transportation seniors often skip doctor appointments, miss church, do not visit friends, and stay isolated in their homes. This social isolation can lead to a lack of preventative medical care, malnutrition, depression, and may even result in premature institutionalization. By providing rides to these seniors ITN is part of the team working to keep all of our citizens safe which benefits the welfare of us all. We plan to hire a part-time Fundraiser/grant writer, hopefully a graduate student or retired person who will research and apply for

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Grants to raise the funds ITN needs to continue to grow. They will also be utilized to help design and facilitate a major fundraiser for ITN. The part-time Dispatcher/driver we propose to hire will add additional dispatcher duties when the current volunteer Dispatcher is unavailable as well as provide rides when volunteers are unavailable.. Many ITN affiliates utilize paid drivers to aid in this way. ITN would like to have the funds to have a paid driver on board. ITNMemphis plans to grow beyond its current service area within the I240 loop in order to provide this service to more of our citizens in Shelby County

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### **General Operating Support**

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If applying for general operating support, briefly describe how this grant will be used.

The funds we are requesting will be part of our general operating costs. ITNMemphis is a small and relatively new organization with limited funds. These limitations mean that the organization is run entirely by volunteers currently and has restricted its operating territory to conserve resources. Most granting agencies will not give operational funds and at this time ITN is in need of those funds. A grant from the Shelby County Commission would serve as a springboard for ITNMemphis to expand and offer this potentially life-saving service to more citizens of Memphis and Shelby County.

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### **Project Support**

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Please explain the specific project including a statement of its primary purpose and the need or problem that you are seeking to address.

The primary purpose for hiring a Fundraiser/Grant Writer is to have available a person who can research which agencies provide funds for programs like ITN. Current volunteers do not have the expertise needed to research and write grants and by having a person whose job is devoted to that purpose we hope to greatly increase our fundraising efforts. Most ITN affiliates have annual Fundraisers to help provide additional funding. This part-time person would be helpful in researching what events are most likely to help us raise the funds to continue to expand and to provide necessary dollars to hire permanent staff. The Dispatcher/Driver would add to the numbers of rides that we are able to provide as well as provide backup assistance for Dispatching the various riders to rides requested as well as doing the follow up work to enter all information in ITN's robust dispatching and member management software, ITNRides. This software enables the overall management of ride cost and the general activities associated with maintaining adequate records for billing and reporting.

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How does the project contribute to your organization's overall mission?

America is aging rapidly - a trend that is expected to become more pronounced as Baby Boomers move into their senior years and medical expertise fosters increased life expectancy. A key concern that will come with this developing trend is the issue of senior access to services and a lack of transportation alternatives. More than half of non-drivers 65 or older stay home on any given day causing them to make 15% fewer trips to the doctor, 59% fewer shopping trips and visit to restaurants, and 65% fewer trips for social, family and religious activities. Drivers ages 80 and older have higher crash death rates than all but teen drivers. The Plough Foundation has identified transportation and resources that facilitate aging at home to be the most needed services for Memphis seniors. Compounding this problem is the fact that our county has 12% of seniors 65+ that fall below the poverty line. Seniors and the visually impaired on a fixed income cannot afford to pay high taxi fares for regular transportation. They also may not live near a bus stop or be able to walk to the bus stop even if they live nearby and many have mobility issues requiring use of assistive devices to enable their mobility. ITNAmerica considered all of these issues when designing the model of independent transportation. They wanted it to be safe, affordable and give seniors and their families peace of mind when considering this option. The model is also a social one which leads to great friendships and interaction between the volunteers and their senior passengers. Also because volunteers are thoroughly vetted and trained, riders have more confidence in their safety.

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### **Narrative - Evaluation**

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Please explain how you will measure the effectiveness of your activities. Describe your criteria for a successful program and the results you expect to have achieved by the end of the funding period.

ITN's criteria for sustainability is to adequately raise the funds needed in order to hire permanent personnel. To do this during the grant period we expect to raise \$75,000+. Our expansion efforts would be seen in the numbers of additional riders and rides we are able to cover in the next year. Our goal is to double the number of rides given by mid-year and provide 3000 rides by the end of 2016.

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Attachments:

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If your request is under \$25,000 please attach the following:

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1. Copy of the entity's 501 (c) 3 certificate for charitable organizations or 501 (c) 4 certificate for civic organizations

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2. Most recent IRS Form 990 or Financial Statements (balance sheet and income statement) as of the most recent fiscal year end certified by Chief Financial Officer/Treasurer of the entity.

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3. Complete Budget for grant request

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If your request is \$25,000 or more please attach the following:

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1. Copy of the entity's 501 (c) 3 certificate for charitable organizations or 501 (c) 4 certificate for civic organizations

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2. Copy of an annual audit as of a date within 18 months of the start of the current fiscal year.

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3. Complete Budget for grant request

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File 1 [ITN501c3letter.pdf](#)

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File 2 [2014Form990Package.pdf](#)

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File 3 [ITNBudgetforCountyCommissionGrant.docx](#)

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ACKNOWLEDGEMENT:

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Read, and if you agree to the provisions, sign the following:

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The information provided has been submitted in good faith and as completely as our records and recollections permit.

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I understand that the information provided in this application shall be open to inspection upon filing with the office of the Shelby County Board of Commissioners.

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Signature: Tommie Cervetti

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Printed Name: Tommie Cervetti

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Date: 10/12/2015

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