



Administration
3128 N. Hemlock
Spokane, WA 99205
509-328-6702

March 16, 2017

Wells Fargo Foundation
Attn: Molly Lenty
550 S. 4th St.
Minneapolis, MN 55415

Dear Molly,

Transitional Programs for Women (dba Transitions) is a 501(c)3 non-profit organization established to work to end poverty and homelessness for women and children in Spokane. Transitions has over 50 years of experience contributing to end poverty and homelessness. We are requesting \$14,000 to expand a current hygiene closet project that provides homeless and low-income women in Spokane County with access to health education, quality health care, and basic hygiene products to increase the potential for an improved quality of life.

Covering the Basics Hygiene Closet Project is designed to provide homeless and low-income women in Spokane with health care and hygiene resources to increase health, self-sufficiency, and social acceptance. We are committed to strengthening the community through our programs and we are constantly seeking unique methods to achieve this goal. With the help of the Wells Fargo Foundation, we will be able to extend our services to more women in need and provide them with basic needs assistance. Thank you for your time and consideration.

Sincerely,

Susan Tyler-Babkirk,
Women's Hearth Program Director

Working to end poverty and homelessness for women and children in Spokane

EduCare
509-325-8632

Miryam's House
509-747-9222

New Leaf Bakery Cafe
509-496-0396

Transitional Living Center
509-325-2959

Women's Hearth
509-455-4249

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Spokane, WA 99205
(509) 328-6702

Transitional Programs for Women

Covering the Basics

A hygiene closet project for homeless and low-income women in Spokane

Project Lead: Susan Tyler-Babkirk

Project Duration: 1 year

Type of Support Requested: Funding for Project Expansion

Requested Support Amount: \$14,000

Transitional Programs for Women is committed to strengthening the Spokane community by providing homeless and low-income women with resources to increase the potential for an improved quality of life. The Women's Hearth Covering the Basics Hygiene Closet Project is a unique and crucial opportunity for Transitions to provide homeless and low-income women with access to health education, quality health care, and basic hygiene products.

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Executive Summary

Transitional Programs for Women (dba Transitions), founded by religious institutions in 1995, is a 501(c)3 non-profit organization within the Spokane County. The mission of Transitions “is to work to end poverty and homelessness for women and children in Spokane,” through providing life-changing programs that offer women basic needs assistance, job training, and provide accessible health education and health care.¹ Our organization has over 50 years of experience contributing to end poverty and homelessness. Transitions comprises five programs for women, including the Women’s Hearth, New Leaf Bakery Cafe, Miryam’s House, Transitional Living Center, and Educare.¹

Transitions serves over 1,400 women (18+ years of age) annually. Without us, more women would be on the streets without a support system. The homeless and low-income women we serve come from different ethnic backgrounds and hold a complexity of health issues ranging from mental illness, physical disabilities, addictions, abuse, and other disorders. In 2015, we served 742 women with disabilities.²

Both Washington State and Spokane County averages for homelessness are higher than the average for the United States.³ In Spokane, 9,670 individuals are unstably housed and 3,004 individuals are homeless.⁴ Research indicates that 70% of individuals living in poverty are women and children.¹ Of these women, 80% are fleeing domestic violence.⁵ They are left with virtually no resources to support themselves. Thus, their health and well-being is dramatically decreased. Out of 15 formerly homeless women surveyed, 57% experienced vision problems, 53% struggled with anxiety disorders, 40% dealt with obesity, and 29% experienced painful dental issues.⁶ Homeless and low-income women in the Spokane County clearly live under arduous conditions and would greatly benefit from basic hygiene products and accessible healthcare.

Transitions is governed by a local volunteer board. The board members have an abundance of higher level educational background, work experience, and volunteerism.⁷ Susan Tyler-Babkirk, Program Director of the Women’s Hearth and an administrator of the *Covering the Basics*

¹ About Us. (n.d.). Retrieved from <http://www.help4women.org/about-us>

² Transitions Application for Safeco Insurance Grant. (2016).

³ Housing: Total One Day Count for Homeless Persons. (2015). Retrieved from http://www.communityindicators.ewu.edu/graph.cfm?cat_id=6&sub_cat_id=3&ind_id=1

⁴ Snapshot of Homelessness in Washington State for January 2016. Retrieved from <http://www.commerce.wa.gov/wp-content/uploads/2015/11/hau-hmis-snapshot-homelessness-1-2016.pdf>

⁵ Domestic Violence and Homelessness: Statistics 2016. (2016, June 24). Retrieved from <https://www.acf.hhs.gov/fysb/resource/dv-homelessness-stats-2016>

⁶ Waldbrook, N. (2013). Formerly Homeless, Older Women’s Experiences with Health, Housing, and Aging. *Journal Of Women & Aging*, 25(4), 337-357. Retrieved from

<http://content.ebscohost.com/ContentServer.asp?T=P&P=AN&K=90676108&S=R&D=sih&EbscoContent=dGJyMNxb4kSepY4x>

⁷ Governance. (n.d.). Retrieved from <http://www.help4women.org/governance>

Hygiene Closet Project, holds a B.A. in Political Science as well as professional certifications in Mediation and Paralegal Studies (Schwab, C., personal communication, February 28, 2017). She has years of experience serving homeless and low-income women. Tyler-Babkirk is highly qualified to instigate a team and oversee the project.

The overall goal of the Women's Hearth *Covering the Basics Hygiene Closet Project* is to improve the health, self-esteem, social acceptance, and increase self-sufficiency of women experiencing homelessness, low-income, and isolation; which reduces barriers to health, housing, and employment. One of our primary objectives for the project is to increase access to basic health education and hygiene needs. Eighty women who participate in the project will have a 100% increase in education and access to basic health products. Projects are conducted by one full-time and three part-time staff, with a continuation of data gathered via visitation logs and assessment questionnaires. The Women's Hearth staff gather evaluation data at three different intervals: the first time a woman visits the Women's Hearth and again at her first visit of each month, at the weekly food distribution, and when women access the hygiene closet which is open three times per day. The organization also tracks the total number of participants daily (Schwab, C., personal communication, February 28, 2017). The evaluation process is crucial to the organization to ensure the participant's needs are being met, how many services are being accessed, and to evaluate an individual's health care coverages and financial status.

The Women's Hearth is requesting \$14,000 for the *Covering the Basics Hygiene Closet Project* to expand current operations and provide health care and basic needs assistance to homeless and low-income women in Spokane. We are committed to strengthening the Spokane community through our programs to increase the potential for an improved quality of life. Thank you for your time and consideration.

Organization Background

Miryam's House was established by Sinsinawa Dominicans in 1986. Over time, Catholic Sisters from the Sisinawa Dominicans, Sisters of the Holy Names, Sisters of Providence, and the Sisters of St. Francis of Philideplphia amalgamated their independent programs for homeless women to found Transitional Programs for Women (dba Transitions) in 1995. We are a 501(c)3 non-profit organization and our mission is to "work to end poverty and homelessness for women and children in Spokane," through providing life-changing programs and empowering women in the community to attain a healthier quality of life.¹

To serve the population of homeless and low-income women, Transitions is governed by a local volunteer board, consisting of nineteen members from the Spokane community. The board members have an abundance of higher level educational background, work experience, and volunteerism (Schwab, C., personal communication, February 28, 2017). Transitions encompasses five programs including Miryam's House, New Leaf Bakery Café, EduCare, Transitional Living Center, and Women's Hearth. Each program provides different and unique services for homeless and low-income women including housing, employment, education, child care, and basic needs assistance.

Miryam's House supports women who are recovering from a life of crisis related to abuse, homelessness, displacement, and addiction. Women are selected for Miryam's House based on individual needs with special consideration for women fleeing domestic violence or reentering the community following a psychiatric or substance abuse treatment program. Miryam's House offers women safe housing for one year. In 2015, there were 28 women in the program. Of these 28 women, nine acquired permanent housing due to Transitions.²

The New Leaf Bakery Café is a job training program that provides women with the hands-on experience they need to improve self-confidence and professional skills. The program exists to equip women with the skills and knowledge necessary to increase employability. A Vocational Specialist assists participants with resume creation as well as interview preparation. In 2015, this program helped 36 women receive professional job training. Of these 36 women, 12 obtained employment.²

Educare, a service similar to a preschool provides children who are suffering from homelessness with a safe environment where they can interact with their mothers. Mothers also receive education in parenting strategies designed to break the cycle of poverty and homelessness. Program Instructors are trained to assist children who are suffering from crises and trauma. In 2015, Educare provided 15,140 hours of childcare and served 25 children.²

¹ About Us. (n.d.). Retrieved from <http://www.help4women.org/about-us>

² Transitions Annual Report 2015. (2015). Retrieved from http://www.help4women.org/core/files/help4women/uploads/files/Annual%20Report_2015_REV_92916.pdf

The Transitional Living Center is a safe place for families to reside for up to 24 months after they have been homeless, evicted, or if they are fleeing domestic violence. Occasionally, these families are being reunited and are living together for the first time. The site is a safe location for families to grow together. The Transitional Living Center accommodated a total of 27 families and 60 children in 2015.²

The Women's Hearth is a program located in downtown Spokane. It seeks to promote growth and healing among homeless and low-income women. The Hearth offers a variety of services to meet basic needs, including the hygiene closet, support groups and life skills classes, community meals and events, access to resources and referrals, as well as a technology center where women have free access to computers and the Internet. In 2015, 1,449 women (57% of which were homeless) used the services at the Women's Hearth for a total of 16,739 visits. Through visits at the facility, 61% participated in resource and referral assistance programs, 882 women used the Women's Hearth amenities (hygiene closet, shower, clothes, food), and the facility offered 926 group/class activities (an average of 77 activities per month with a monthly average attendance of 540 women), with 6,487 hours of life-skill classes. In addition to the Women's Hearth pivotal services, the facility assisted 26 women in obtaining safe housing in 2016.³

Susan Tyler-Babkirk, Program Director of the Women's Hearth along with specified staff will work on the *Covering the Basics Hygiene Closet Project*. Tyler-Babkirk has a B.A. in Political Science as well as professional certifications in Mediation & Paralegal Studies. She is in the process of acquiring an M.A. in Organizational Leadership. As for the specified team, the first team member holds an M.A. in Psychology as well as over 26 years of experience working with marginalized adults and families. The other team member holds a B.A. in Theology and Pastoral Ministry and an M.A. in Spirituality and Spiritual Direction; additionally, she has over six years of experience of working with disabled adults (Schwab, C., personal communication, February 28, 2017).

Transitions receives crucial support from the Spokane County. The organization has over 80 volunteers from the community who contribute to empowering homeless and low-income women.³ Aside from volunteers, Transitions holds fundraisers in the community and encourages individuals to invest in the organization through cash or product donations.

In 2015, Transitions total revenue was \$1,898,735, consisting of 10% from private grants; 10% in-kind donations; 34% public grants and fees; 17% donations; fundraising and miscellaneous income, 27% sponsorship endowments; and 3% program fees.² Furthermore, Transitions used 85 cents of every dollar received to provide services that immediately impact the women and children we serve.²

³ Transitions Application for Safeco Insurance Grant. (2016).

Transitions has been receiving funding for program operations since 2000. Prior funding has been dispensed primarily for assistance with providing resources for homeless and low-income women and strengthening the Spokane community.² Recurrent funders include the Empire Health Foundation, the Bill and Melinda Gates Foundation, and the Robert V Baker Foundation.³ Transitions has demonstrated a promising and secure fiscal future.

Transitions has been interacting with homeless and low-income women in Spokane since the 1980s. The organization has over 30 years of experience providing support, resources and opportunities for women to find stability and self-sufficiency so they can be successful.¹ As mentioned previously, the Women's Hearth served 1,449 women in 2015 and the program was visited 16,739 times; this shows a positive relationship between the organization and the target population.²

These statistics demonstrate a continued demand for the resources and support provided by the Women's Hearth. Transitions has successfully received and executed a grant similar to this proposal from a well-regarded grant funder, Empire Health. Transitions, particularly the Women's Hearth program, has fostered a deep respect within the Spokane community by providing basic needs assistance for homeless and low-income women.

Need Statement

Both Washington State and Spokane County averages for homelessness are higher than the average for the United States.⁴ In Spokane, 9,670 individuals are unstably housed and 3,004 individuals are homeless.⁵ Seventy percent of individuals living in poverty in the United States are women and children.⁶ Of these women, 80% are fleeing domestic violence. In 2016, "between 22 and 57% of all homeless women report[ed] that domestic violence was the immediate cause of their homelessness."⁷ These women are left with virtually no resources to support themselves. Thus, their health and well-being are dramatically lessened.

Homeless and low-income women have difficulty obtaining the healthcare and hygiene products necessary to reach self-sufficiency. Proper hygiene care significantly influences self-esteem, confidence, and motivation. Maslow's Hierarchy of Needs suggests that an individual cannot reach self-fulfillment without the provision of basic needs such as proper health and hygiene products.⁸ If these needs are met, an individual can continue to grow and develop

⁴ Housing: Total One Day Count for Homeless Persons. (2015). Retrieved from http://www.communityindicators.ewu.edu/graph.cfm?cat_id=6&sub_cat_id=3&ind_id=1

⁵ Snapshot of Homelessness in Washington State for January 2016. Retrieved from <http://www.commerce.wa.gov/wp-content/uploads/2015/11/hau-hmis-snapshot-homelessness-1-2016.pdf>

⁶ Women and Poverty in America. (2016, April 04). Retrieved February 22, 2017, from <https://www.legalmomentum.org/women-and-poverty-america>

⁷ Domestic Violence and Homelessness: Statistics 2016. (2016, June 24). Retrieved from <https://www.acf.hhs.gov/fysb/resource/dv-homelessness-stats-2016>

⁸ McLeod, S. (2016). Maslow's Hierarchy of Needs. Retrieved from <http://www.simplypsychology.org/maslow.html>

towards self-sufficiency and self-fulfillment. Essentially, homeless and low-income women in the Spokane County are unable to reach self-fulfillment without access to basic health care and hygiene products. With adequate and accessible health and hygiene resources, these women are more likely to find employment, earn income, and provide for themselves. As these women continue to become self-sufficient, they have an increased likelihood of contributing to stabilizing the community, promoting economic and workforce development, and attaining a higher quality of life.

Homeless and low-income women in the Spokane County need health and hygiene products to address their basic human needs and improve their quality of life. However, many homeless women do not carry their birth certificates, identification, or other important documents. This produces extreme barriers for these women and renders access to health care and hygiene products nearly impossible. Many homeless and low-income women lack the resources necessary to obtain feminine care products. This is more than just an inconvenience, it is a matter of comfort, cleanliness, and dignity. Data concludes that a lack of basic hygiene directly impacts the lives of individuals. Out of 15 formerly homeless women surveyed, 57% experienced vision problems, 53% struggled with anxiety disorders, 40% dealt with obesity, and 29% experienced painful dental issues.⁹ The risk of detrimental health problems can be decreased for these women if they are provided with the necessary resources to address their basic health care and hygiene needs. Additionally, providing sufficient resources can allow these women to focus on more pressing issues such as safe housing, medical services, and sustainable income.

Without the Women's Hearth, a branch of Transitions, more than 1,000 vulnerable women within the Spokane community would not have daily access to a safe environment where they can find basic health and hygiene assistance. A hygiene closet currently exists at the Women's Hearth Facility that provides soap, lotion, shampoo, clothes, towels, and deodorant. This project has proven to be extremely beneficial to these women: in 2015, it was accessed 2,829 times.³ The hygiene closet is donation-based and participants are frequently restricted or turned away due to a limited supply of resources. Transitions is seeking to expand this project and provide participants of the Women's Hearth Facility with an improved hygiene closet as well as the following:

- access to health education programs and quality health care
- denture adhesive and cleaner
- toothpaste for sensitive teeth
- eye glasses (both prescription and readers)
- products for incontinence
- deodorant

⁹ Waldbrook, N. (2013). Formerly Homeless, Older Women's Experiences with Health, Housing, and Aging. *Journal Of Women & Aging*, 25(4), 337-357. Retrieved from <http://content.ebscohost.com/ContentServer.asp?T=P&P=AN&K=90676108&S=R&D=sih&EbscoContent=dGJyMNxb4kSepY4xNvgOLCmr0%2Bepq9Sr6%2B4Ta6WxWXS&ContentCustomer=dGJyMPGusk%2ByrrNOuePfgex44Dt6fIA>

The hygiene closet at the Women's Hearth is a crucial and immediate resource for homeless and low-income women who lack amenities to address their basic needs. We hope to assist at least 800 women who visit the Women's Hearth and initiate a 100% increase in access to health education, quality health care, and basic hygiene products. With additional resources, we can help more struggling women in the Spokane County access the amenities they need to become self-sufficient.

Project Description

Goals and Objectives

The Women's Hearth is requesting \$14,000 for the *Covering the Basics Hygiene Closet Project* to expand current operations and provide health care and basic needs assistance to homeless and low-income women in Spokane. Our mission is "to end poverty and homelessness for women and children in Spokane." The goals of the Women's Hearth are to improve the health, self-esteem, and social acceptance of women suffering from low-income and homelessness to increase self-sufficiency, which lays the groundwork to reduce barriers to health, housing, and employment. Our goals and outcomes are as follows:

- Health Goal:** Increase access to basic health education and hygiene products.
 - Health Outcome: Eighty women who participate in the project will have a 100% increase in education and access to basic health resources.
- Prosperity Goal:** Increase the overall mental health and well-being of homeless and low income women in Spokane County.
 - Prosperity Outcome: Sixty women will have full access to oral health care; access to oral health care can substantially improve the lives of these women as well as result in self-efficacy.
- Social Goal:** Decrease social isolation among homeless and low-income women in Spokane County.
 - Social Outcome: Twenty-five women who participate in the project will show improvement in their social life and demonstrate an improved self-confidence.

Methods

The Transition's *Covering the Basics Project* at the Women's Hearth will implement methods from the currently working system and previous successful grant projects such as "Cause to Smile" and "Bridge the Gap" with the assistance of a specified staff to initiate an organized, efficient, and beneficial service for homeless and low-income women.

Transitions will organize an experienced team from preexisting employees to specifically manage the hygiene closet supplies, assist homeless women with advanced health related issues, outside medical services, and track and report project outcomes. The designated team will

- Maintain the closet.
 - Keep inventory and restock limited hygiene products
 - Check out eye ware products to participants.
 - Track hygiene closet visits and usage.
 - Distribute products and equipment to women three times per day (morning, noon, evening).
- Assist women with basic needs that require additional resources beyond immediate hygiene closet amenities.
 - Schedule educational workshops with professionals outside of the Women's Hearth facility to educate women on the importance and upkeep of addressing basic health needs.
 - Work directly with service providers such as but not limited to orthodontists, mental health practitioners, and drug and alcohol services, and handle the voucher process to attain professional assistance for homeless and low-income women.
 - Serve as liaison with providers and participants.
 - Administer check requests to providers.
 - Refer hygiene closet participants to life skills and social activities at the Hearth to reduce isolation.
 - Field phone calls for inquiries, project participants, and providers.
- Track fund allocations as well as quantitative and qualitative data through Excel spreadsheets and a database system.
 - Record the number of women who require basic health needs assistance and who received basic needs assistance from the hygiene closet.
 - Record the types of products women are using from the hygiene closet.
 - Record the number of women who require vision and dental assistance (separately).
 - Record and input data in correlation to referrals and outcomes for homeless and low-income women into database.
 - Collect anonymous personal accounts from hygiene closet participants and women struggling with basic needs by distributing questionnaires. Participants will share what was helpful, how their basic needs were addressed, and their overall experience with project services.
 - Distributing questionnaires bimonthly to repeat participants.
 - Receive authorized approval from the program administrators to distribute data reports to organizations.

Implementing these methods will encourage productivity and strengthen evaluation data.

Staff and Administration

Susan Tyler-Babkirk will take on the role of program administrator for the project. Tyler-Babkirk assumes the duties as the Women's Hearth Program Director. She is responsible for the overall program direction including planning, organizing, staffing, leading, and controlling program activities at the facility. No portion of funding will be used to compensate Susan Tyler-Babkirk.

The team will consist of paid, part-time staff. The two members will be selected from existing staff specifically for the project. All team members will have experience working with social and health care services, conducting research and data analysis, displaying exemplary communication skills, and possessing compassion for the women Transitions serves.

Each member will be appointed to handle tasks and subtasks defined in project methods. One member will be responsible for hygiene closet inventory and operations, another member for addressing advanced women's health issues through one-on-one appointments and collaborating with providers, one for tracking fund allocations and writing checks, and another for collecting and reporting project outcomes throughout the fiscal year. The team will report to Susan Tyler-Babkirk on a weekly basis.

Evaluation

The Women's Hearth staff gathers evaluation data at three different points of contact: the first time a woman visits the Women's Hearth and again at her first visit of each month, at the weekly food distribution, and when women access the hygiene closet which is open three times per day. In addition to the aforementioned contact points, the Women's Hearth collects data on the number of participants per day. This tracking system allows for continually updated and unduplicated data on services that have been accessed, health care coverage, and individual financial status. The data is then entered in our database. The Women's Hearth also collects data regarding referrals and outcomes of homeless or low-income women. Repeat participants will be asked to complete a bi-monthly, non-mandatory, and anonymous questionnaire asking if they feel their basic hygiene needs are being met. Tracking statistics are reported quarterly and annually to city, state, and federal agencies.³

To assess the overall efficacy of the project, employees at the Women's Hearth will analyze data associated with the hygiene closet. Evaluation will be based in three categories: number of participants of the Women's Hearth per day; number of women who access the hygiene closet per day; and the number of women who receive health care.

Previous data from 2015 indicates that the existing hygiene closet has been accessed 2,829 times.³ We will consider the project successful if 40% of repeat participants of the hygiene closet answer "yes" to feeling that their basic hygiene needs are being met, and if by the end of the year, 80% of repeat participants answer "yes" to the same question. Data will be gathered via visitation logs as well as through assessment questionnaires.

Sustainability

Transitions has a 13-year history of financial stability as well as a strong record for securing funding to sustain program operations. The following foundations have showed continued interest in providing funding to guarantee Transitions maintains services for homeless and low-income women: Empire Health, Walmart, Bill and Melinda Gates, and Robert V. Baker.

The Spokane community also continually demonstrates its support of Transitions; individuals continue to host events and raise money to help sustain program operations. Board member, Kim Chaffin hosts programs annually and raised over \$10,000 in 2015.² Emde Sports hosts the Valley Girl Triathlon annually and partners with Transitions as a donation site to raise awareness and money. We are also collaborating with health care professionals in Spokane to educate women about hygiene care. Our partnership with the community and ongoing funder interest helps ensure a strong financial future.

Women's Hearth 2017 Budget

Program Fees/Revenue	\$
Donations	\$
Private Grants	\$
City/County Grants	\$
SHP Grant	\$
Other Government Grants	\$
Dominican Outreach Foundation Endowment	\$
Sponsor Donations	\$
Miscellaneous	\$
In-Kind Donations	\$
WH Allocation of Agency Funds Raised	\$
TOTAL INCOME	\$

Covering the Basics Project 2017 Budget

1. Personnel

Direct Costs	Total Program Budget	Wells Fargo Foundation	Agency Match
Program Director			
Case Manager 1			
Case Manager 2			
Daily Operations Manager			
PERSONNEL SUBTOTAL			

2. Other Direct Costs

Direct Costs	Total Program Budget	Wells Fargo Foundation	Agency Match
OTHER DIRECT COSTS SUBTOTAL			
PROJECT SUBTOTAL			

Conclusion

We are committed to strengthening the Spokane community through our programs to increase the potential for an improved quality of life. The Women's Hearth *Covering the Basics Hygiene Closet Project* is a unique and crucial opportunity for Transitions to provide homeless and low-income women with access to health education, quality health care, and basic hygiene products. With the help of the Wells Fargo Foundation, we will be able to extend and expand our existing services to more women in need and provide them with basic needs assistance. Thank you for your time and consideration.