

Additional Information Required:

Please supply the following items for a complete application to be considered:

- Provide a narrative, not to exceed two pages in size 12 font
 - Organization's overview
 - Program's impact on Exeter residents
 - Program changes and/ or highlights from the past year

- Complete financial statements (Please note: the organization's 990 may be requested)
 - Operating budget
 - Balance sheet

- Board of Directors List

- 2017 Funding recipients must submit an Annual Report prior to consideration of 2018 application

I certify to the best of my knowledge that the information in this proposal reflects accurate data concerning need and estimates of planned/delivered services. The proposal was considered and approved for submission by the agency Board of Directors on May 24, 2017 (date).

By signing this application the undersigned offers and agrees, if the proposal is accepted, to furnish items or services that is quoted. This agreement is subject to final negotiation and acceptance by the Board of Selectmen and the Budget Review Committee and subsequent contract award.

Director's (or Designee) Signature:  Date: 9/6/2017

Submit no later than September 8, 2017:

Town of Exeter
Town Manager
10 Front Street
Exeter, NH 03833

RN/mow meals or weed

Additional Information from the Rockingham Nutrition & Meals on Wheels Program for Meals

Organizational Overview: Thank you for your consideration of this request and for your past support. We request partial matching funds, or \$9500 from the Town of Exeter to help support meals and safety services to qualified Exeter residents. Our requests are based off of the service we provide in the Town. Out of 37 towns, with 1 being high, and 37 being low, the Town of Exeter receives the 4th highest amount of service.

What we do, and how, is well tested and proven. Our overview: It has been nationally proven that providing Meals on Wheels reduces, delays, and may ultimately prevent the institutionalization of significant numbers of at risk elders. *“This is a program that not only works well in easing isolation, hunger, and suffering, it also saves taxpayers substantial sums of money. It makes a lot more sense to provide adequate nutrition to frail seniors than to spend money on preventable hospital costs. The simple truth is we can feed a senior for an entire year for the cost of one day in a hospital. Further a Brown University study determined that providing adequate nutrition reduces the need for nursing home care, which costs \$80,000 per year. “Keep MOW Going, Politico, June 2013*

So our mission, and overview: supporting elders and homebound adults in their homes and communities with meals and support services, including safety services, enabling them to remain in their communities and homes longer, while enhancing their wellbeing, independence, and health.

Program’s Impact on Exeter Residents

Helping many in Exeter with a basic need: 363 Exeter Residents, 29,587 nutritious meals, with 17,160 safety checks and support services, provided Monday through Friday all year, with provisions for weekends for clients with greater needs.

With Immediate Results: enabling Exeter elders and homebound adults to eat well and regularly, and to live more safely, thanks to our regular safety checks.

With Long Term Results: improving the health, well-being and longer life for 4600 elderly and or homebound adults living in the 37 communities we serve.

With Longer Term Results: realizing tax payers’ cost savings in the form of prevented or reduced hospitalizations, and prevented or reduced institutionalizations.



Providing One year of Meals on Wheels =

the same cost as Ten days of Nursing Home Care =

the cost of One day of Medical Care

Results for residents: A couple in their late 70’s writes, *“We’ve been receiving Meals on Wheels for about 3-4 years now. We started getting them as I have spinal stenosis... What I like most about Meals on Wheels is that my husband gets a good meal everyday and I don’t have to fix it. We really appreciate the meals. “In addition to our nutritious meal that improves physical health, our trained staff also promotes safety and social health for the clients, especially those who are isolated.*

Results for Families: *“I would like to let the public know how understanding the Meals on Wheels people are. They just don’t cook and deliver meals; it’s the smile and someone checking in on shut-ins. Like this past Friday, when they brought my Dad his lunch. My Dad thought he was coming down with a cold, the MOW people didn’t agree, and called an ambulance. It was another heart attack. He’s doing just fine. Again, my personal thanks to all of you.”* Working Exeter residents can have peace of mind, knowing that their loved ones are being fed and checked on during the day.

Results for the Town: “As a former Budget Committee Member for years, I wish I knew then what I do now! Meals on Wheels is such a worthwhile answer to helping people stay out of institutions. “And we provide other benefits to the Town as well, impacting: 1) Town welfare costs, as Meals on Wheels feeds residents in need. 2) Demands on the local police force, fire department, and ambulance services as this at risk elder population is fed and checked on through the daily Meals on Wheels service. 3) County taxes, as Meals on Wheels impacts nursing home placements.

Meals on Wheels can save tremendous costs. The following table shows what costs would shift if an elder served by RNMOW had to move out of their home and into institutional care because Meals on Wheels were not available.

# of RNMOW clients that leave home & go to nursing home	2016 Rockingham County Nursing Home costs ; and corresponding additional taxpayers' costs
<u>1 client moving into nursing home</u>	<u>\$141,620 per year</u>
<u>2 clients</u>	<u>\$283,240 per year</u>
<u>10 clients</u>	<u>\$1,416,200 per year</u>

Another Program Impact: Helping the right Exeter residents.



- 50% of our clients are over 80 years old
- 83% live alone, or are living with their elderly spouse
- 80% list Meals on Wheels as their main meal of the day
- Only 5% report a change in living condition, showing that Meals on Wheels does help them remain in their homes.
- 22% of our clients have been receiving meals for 3-11 months, 36% for 1-3 years, 17% for 4-6 years, and 11% for over 7 years, showing that people use this service over substantial periods of time.
- With 98% reporting feeling safer thanks to RNMOW.
- And finally 96% report that Meals on Wheels benefits their health, and helps them to remain living independently.

Program Changes and/or highlights from the past year:

Meals Service:

- Improved operating structures with our caterer.
- Continued on the trend of fresher, local, better quality food.
- Have seen cardiac menus now 25% of our requests, with also a high request for diabetic substitutions, and also offering therapeutic and ground meals.
- Have continued to see high satisfaction service rates from clients, as listed above.

Completed a Strategic Plan for the next five years;

- Expand our capacity to serve the additional need as “ Baby Boomers” retire
- Demonstrate with data, the benefits we bring our clients
- Migrate to a digital infrastructure
- Reset our marketing and communications.
- Add new programs intended to reduce clients’ feelings of loneliness and isolation.
- Ensure consistent access to congregate meal sites that are more stable, and meet standards.
- Maintain healthy, conservative, financial position.
- Work with medical community in improving client’s health outcomes.

Rockingham Nutrition and Meals on Wheels Financial Information for Meals

RNMOW has been serving Exeter residents since 1978, providing a ready to eat nutritious meal and safety services for those in need, on an ongoing basis: daily services Monday - Friday all year to its elderly and homebound adult residents. We strive to do our best to keep our requests reasonable, to keep our costs under control, including an Administrative cost running at 8%- 9% for many years, and of course to provide a quality service to the seniors of Exeter.

Challenges for Meals on Wheels Availability *At the time this is written, late summer, major funding is in a lot of turmoil. The Trump budget proposal cuts 33% of the Meals on Wheels in Rockingham County alone, or 100,000 meals. The House has restored funding in their budget, while the Senate has not yet taken it up. If the Federal budget is not resolved, there is a considerable threat of sequestration. The Granite United Way has zeroed out agency funding.*

Low Funding. *On June 13, 2017, the Concord Monitor reported, "New Hampshire should spend more on keeping its oldest residents in their own homes instead of nursing homes, the State AARP said recently as part of a State – by- State scorecard on long term care, the 2017 edition of the Long Term Services and Support Scorecard puts New Hampshire among the bottom three states in terms of percentage of Medicaid money spent on helping poor, sick people stay in their homes."*

Exeter Support Means Meals on Wheels for Exeter Residents: Helps Meet Match

Although RNMOW does receive Federal funding, it is a contract that requires us to match their funds by raising 30% to 35% of the cost of **each meal** from local sources. We must fundraise for every meal served, and in Exeter, that means we had to raise 30% to 35% of the cost for 29,587 meals. We only ask the Town to contribute a partial portion towards the local match, while we make up most of the match through various means, including client donations. The amount of total match is \$103,554, and the total cost for the meals all year run around 295,870.00

With 100% cuts from Granite United Way, and proposed cuts federally in this uncertain climate, Town funding is huge in continuing Meals on Wheels in Exeter.



B. Operating Budget: This annual operating budget was passed by our Board in May of 2017.

<i>Income categories</i>	Total Budget	Some early activity with budget.
Older Americans Act Congregate Title III	247,500	
Older Americans Act Home delivered IIIC	663,678	
Older Americans Act Transportation IIIB	181,678	
Social Services Block Grant Title XX (low income homebound adults)	546,612	Pres. Trump's budget eliminates these 100,000 meals
Choices for Independence, Medicaid Waiver (nursing home eligible clients for homebound meals)	158,300	
Nutrition Services Incentive Program, US Dept. of Agriculture	205,000	
Granite United Way	15,000	Not funded
Client donations, meals	285,000	

Client donations, vans	11,000	
Fundraising, special grants, meals (5)	80,000	1 grant for \$25,000 not funded.
Fundraising, events, other	161,700	2 early fundraisers raised \$12,808 over goal
Fundraising miscellaneous	68,018	This is uncertain, and will partially be funded by agency funds from last year, as we move forward for our strategic plan.
Towns	134,000	
County	101,000	
Special grants, transportation (2)	36,200	
Total	2,894,686	

<i>Expense Categories</i>	
Staff Salaries: managers, food assistants, meal deliverers, back up staff, and van drivers	830,700
Administrative salaries	159,750
Clerical Salaries or General Office	74,550
Employee Health and Benefit	100,000
Payroll taxes, Workmen's Compensation, and Unemployment Compensation	131,295
Food and Associated Catering Costs	1,206,500
Program and Office Supplies	25,600
Rent and Utilities	18,000
Postage, Telephone and Internet	14,800
Meal delivery costs and miscellaneous transportation costs	125,000
Transportation, vehicle, client transport additional costs	57,555
Payroll fees, Audit fees, computer fees, triplink fees	60,739
Maintenance, fundraising, and capital expense	49,300
Conference, professional association	7,190
Insurances, board, site premises, bond, etc.	18,700
Charitable trust and st fees	4,000
Miscellaneous	11,007
Total	2,894,686

ROCKINGHAM NUTRITION & MOW PROGRAM
Balance Sheet
As of August 31, 2017

	<u>Aug 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
100 · Citizens Bank	919,687.87
103 · Granite Bank	259,906.33
104 · NBT Bank	201,238.04
110 · Vanguard	549,635.84
115 · Citizens - Regional Conference	4,298.12
Total Checking/Savings	<u>1,934,766.20</u>
Accounts Receivable	
200 · Accounts Receivable	88,131.62
Total Accounts Receivable	<u>88,131.62</u>
Other Current Assets	
133 · Prepaid Expense	23,672.14
135 · Prepaid Insurance	17,762.00
141 · Undeposited Funds	-58,289.22
Total Other Current Assets	<u>-16,855.08</u>
Total Current Assets	<u>2,006,042.74</u>
Other Assets	
129 · Motor Vehicles	76,883.00
132 · Office Equipment	63,806.25
144 · Petty Cash	1,000.00
1650 · Accumulated Depreciation	-107,699.57
Total Other Assets	<u>33,989.68</u>
TOTAL ASSETS	<u><u>2,040,032.42</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
205 · Accounts Payable	-10,291.21
Total Accounts Payable	<u>-10,291.21</u>
Credit Cards	
202 · Staples	127.01
206 · Citizens Credit Card	110.52
207 · Wal-Mart Credit Card	62.76
208 · Shell Credit Card	318.48
209 · Irving Credit Card	391.10
Total Credit Cards	<u>1,009.87</u>

10:52 AM

09/05/17

Accrual Basis

ROCKINGHAM NUTRITION & MOW PROGRAM

Balance Sheet

As of August 31, 2017

	<u>Aug 31, 17</u>
Other Current Liabilities	
216 · Accrued Payroll	37,843.68
219 · Accrued Payroll Taxes	2,676.54
220 · Accrued earned time	50,450.73
226 · Regional Conference Payable	4,298.12
231 · Federal Withholding	0.01
237 · State Tax W/H	-146.61
249 · TSA	-553.86
252 · United Way Pledges	212.00
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Total Other Current Liabilities	94,780.61
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Total Current Liabilities	85,499.27
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Total Liabilities	85,499.27
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Equity	
300 · Opening Bal Equity	-79.11
310 · Fund Balance	681,218.44
315 · Retained Earnings	1,198,618.36
320 · Capital Reserve	110,000.00
Net Income	-35,224.54
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Total Equity	1,954,533.15
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TOTAL LIABILITIES & EQUITY	2,040,032.42
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RNMOW Board of Directors' List 2017

<u>Name and Start Date:</u>	<u>Address</u>	<u>Contact Info.</u>	<u>Officers & Committees</u>
Chris Kelsey <i>March 2010</i>	Greenleaf Drive Exeter, NH 03833	502-3619 cell christinekelsey0@gmail.com	Chairman Governance, Chair
George A. Miller <i>January 2012</i>	7 Riverwoods Drive Apt. P218 Exeter, NH 03833	772-6980 valpy2327@gmail.com	Vice-Chairman Finance
David Barka <i>September 2003</i>	64 East Derry Road Derry, NH 03038	434-4938 785-4941 (Cell) Whitefence@comcast.net	Treasurer Finance, Chair
Sallyann Hawko <i>April 2009</i>	17 Mill Pond Road Brentwood, NH 03833	702-2518 734-4336 home* shawko@comcast.net	Secretary Governance
Tim Diaz <i>May 2014</i>	6 Parshley Lane Brentwood, NH 03833	686-1860 timmernh@gmail.com	Finance
Diane Kerr <i>September 2003</i>	77 Park Street Exeter, NH 03833	778-8445 dianeckerr@comcast.net	Governance
Carolyn O'Driscoll <i>June 2015</i>	19 Smith Garrison Road Newmarket, NH 03857	770-9701 cell carolynwod@comcast.net	Governance
Sandra J. Tanis <i>May 2016</i>	21 Elliot Street Exeter, NH 03833	918-0769 sjtanis9033@aol.com	Governance

Rockingham Nutrition & Meals on Wheels (RNMOW) 2017 Annual Report

We at RNMOW provide nutritious specially prepared meals to eligible seniors and permanently or temporarily homebound adults. Meals are nutritious, healthy, meet special diets, are dependable, affordable, and complimented with safety and other services, help participants maintain their independence, health, and well-being.

Last year 363 Exeter residents received 29,587 meals, and 17,160 safety services. The value of these services for the Town is around \$300,000. Exeter funds are used to match a portion of the real cost of the meals.

Exeter seniors attend luncheons Monday through Friday at the Exeter Senior Center. Meals are nutritionally sound, as well as prepared fresh daily, while incorporating local produce, adapted to the season. Within the menus are choices for a lower salt cardiac friendly menu, an ever increasing choice; lower sugar diabetic friendly diets; and ground or pureed meals. We offer a more usual hearty noon meal, with choices of entrees several times per week, and will soon also be offering a chilled luncheon for those looking for a lighter fare. Exeter residents 60 and over come to eat, chat with friends, and partake in other activities. It has been proven that our need for human interaction is strong, and improves our overall health, as much as a smoker who quits smoking.

Around 84% of the meals provided are meals we deliver to the homes of Exeter residents Monday through Friday, with coverage for the weekends for clients who need it, all year. Exeter residents being served at home also receive food prepared fresh daily, special diets, entrée choices, plus a friendly smile, and a



“looking out for you” eye. “I would like to let the public know how understanding the Meals on Wheels people are. They just don’t cook and deliver meals; it’s the smile and someone checking in on shut-ins. Like this past Friday, when they brought my Dad his lunch. My Dad thought he was coming down with a cold, the MOW people didn’t agree, and called an ambulance. It was another heart attack. He’s doing just fine. Again, my personal thanks to all of you.”

There are lots of reasons Meals on Wheels is right for a person. Some need it long term to be eating right. Others need it short term as they recuperate from surgery or an illness. Eating right is the foundation of health, and we provide that foundation when it is a challenge for the client to do so. A client writes, *“We’ve been receiving Meals on Wheels for about 3-4 years now. We started getting them as I have spinal stenosis... What I like most about Meals on Wheels is that my husband gets a good meal every day and I don’t have to fix it. We really appreciate the meals.”* In addition to our nutritious meal that improves physical health, our trained staff also promotes safety and social health for the clients.

We also provide transportation to Exeter seniors. Last year we provided 2,693 rides, at a total cost of around \$65,000. The Town helps support a part of this cost through the Local Option Fee. Mobility to get around one’s community, to shop for groceries, get one’s prescriptions, come to the Center for lunch or activities, get to the post office or bank, helps those in the community maintain their health and independence. This also frees up family members. 62% of our Exeter clients responded that if the Exeter RNMOW Senior Shuttle was not available, they would need to ask family and friends.

We have Exeter clients that have used meals, safety, and or transportation services for a short period of time, 22% less than a year, others longer, 36% for 1-3 years, and others even longer 17% for 4-6 years, and 11% for over 7 years, showing that people use this service over substantial periods of time.

We are a part of the fabric of the community, allowing many residents to maintain their health and independence. 96% of our clients report that our Meals on Wheels benefit their health, and helps them to remain living independently. 98% of our clients also report that they feel safer. And we are there year round, day in and day out in Exeter. We have been serving Exeter residents with meals, and support services since 1978, offering good choices for healthy and independent aging in the home and in the community. As one client put it, *“Food is hot, good variety, and deliverer is kind, and concerned about your wellbeing. Try it you’ll like it. It has been a God send to me.”*