

Ford, Chair
Akers, Vice Chair
Ellinger
Kay
Lawless
Stinnett
Scutchfield
Myers
Beard
Lane

A G E N D A

Social Services & Community Development Committee

March 19, 2013

11:00 A.M.

1. 1.22.13 Committee Summary (1-2)
2. Bluegrass Workforce Investment Board
Development & Training in Fayette County - Ford (3-28)
3. FY 14 Partner Agency Review (29-45)
4. Adult & Tenant Services (46-55)
5. Committee Referral Items (56)

The social services and community development committee, to which shall be referred matters relating to the department of social services and its divisions, and any related partner agencies and the division of community development, related partner agencies, and other matters relating to community development and economic development

Council Rules & Procedures, Section 2.102 (1)

2013 Meeting Schedule (all other meetings at 11:00 AM)

April 30	September 24
May 28	October 22
June 18	November 19
August 27	December 10

Social Services & Community Development Committee
January 22, 2013
Summary & Motions

Gorton called the meeting to order at 1:35 PM. All members were present. Gorton also attended.

Election of the Committee Chair

On a motion by Myers, second Lane, Ford was nominated unanimously to be Chair. Ford accepted the nomination.

There were no other nominations.

On a motion by Myers, second Lane, Ford was elected Chair unanimously.

Selection of Vice Chair

Chair asked Akers to be Vice Chair. Akers accepted.

12.04.12 Committee Summary

On a motion by Kay, second Myers, the summary of the 12.04.12 Social Services & Community Development Committee was approved.

Workforce Development & Training

Ford called on Schoningher to present information on workforce investment and development.

Schoningher stated that at the November and December meetings the Committee had several information requests that he was responding to. The first was a list of workforce Training providers. The information includes training provider name, training description, annual number of students, placement rates, starting salary range and location of the training.

Schoningher stated that the second request was for placement, retention and average earnings for those trained through the Bluegrass Workforce Investment Board (BGWIB). Schoningher stated that the performance data indicated that BGWIB were meeting its goals.

The third request was for a comparison of training costs for the ten (10) Workforce Investment Boards in Kentucky. Schoningher stated that the data indicated that BGWIB expended \$ 9,167 per student trained from the individual training account, while the state average was \$ 3,597 per student in 2011.

Lane spoke about BEAM and stated that the region needed more training for manufacturing and industry.

Ford called on Darryl Smith, Chair of the Bluegrass Workforce Investment Board. Smith stated that the BGWIB was sector driven and they were participating in the BEAM efforts as well.

Smith stated that the WIB would present to the March 19 Social Services /Community Development Committee meeting.

Committee Referred Items

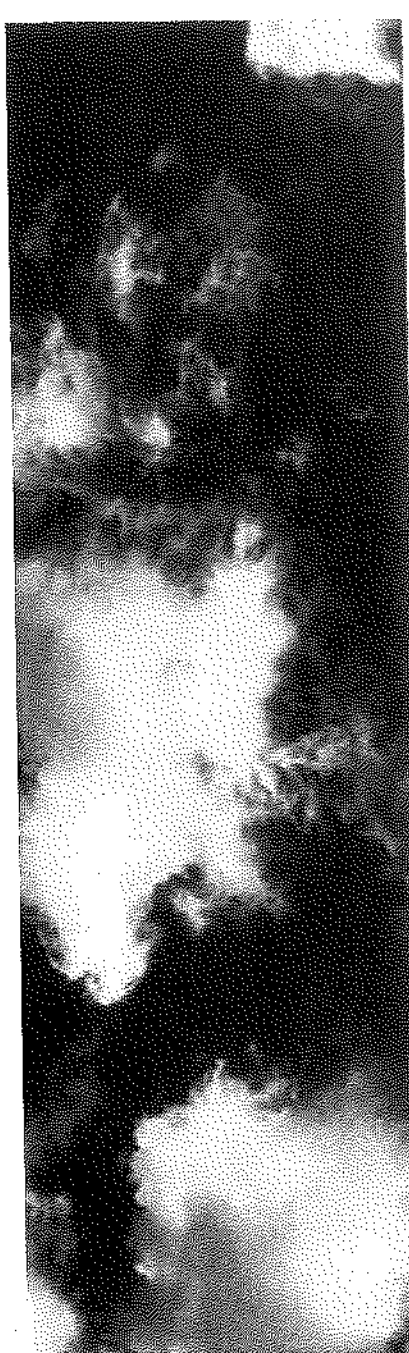
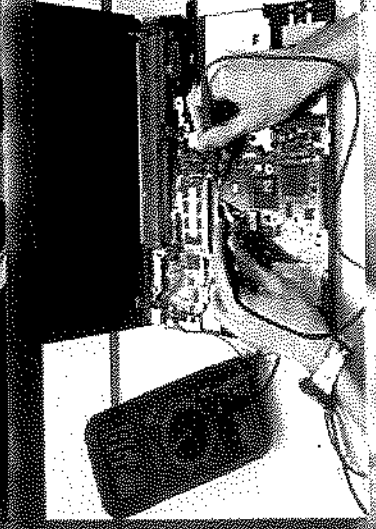
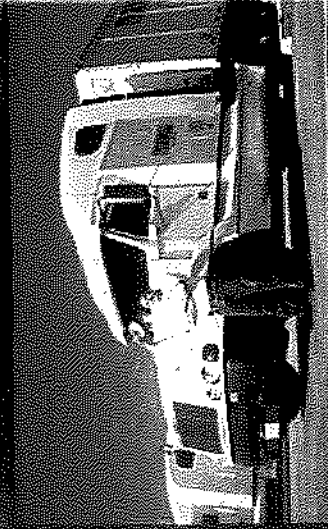
Ford briefly explained how he hoped to organize the Committee.

Lane asked about the new Senior Citizens Center. In response Beth Mills stated that the Administration will be presenting a report on the senior citizens center at the 1.29.13 Work Session.

Myers asked if he could submit questions beforehand regarding the 3.19.13 workforce investment presentation. In response Ford requested that they be submitted to him and they can be forwarded to the BGWIB prior to the March meeting.

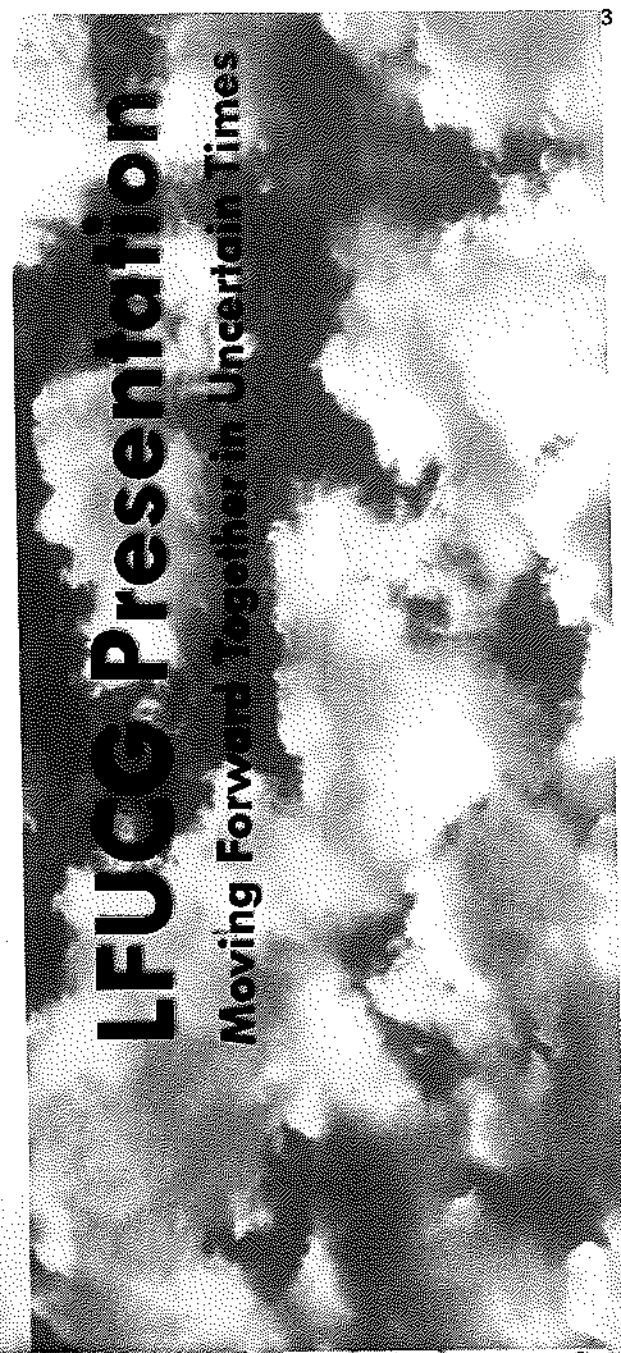
The meeting was adjourned at 1:52 PM.

PAS 1.25.13



BGWIB

BLUEGRASS WORKFORCE INVESTMENT BOARD
"Connecting employers with employees"



LFUCG Presentation

Moving Forward Together in Uncertain Times

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1. Market-Driven Program

- Economic Climate • What is WIA? • WIA's Focus
- WIB's Role Investing in Human Talent • KWIB&BGWIB: Sharing a Vision • Progress Through Fluidity
- Current Reality

2. Tangible Results

- Bingham Job Fair • LexMark Job Fair • Verizon
- Amteck • HIRE Internship Program • MCSI
- Youth Competition • Steppin' to a New Beat • Employer Testimony
- Workforce Summit • Real People...Real Results • Fayette Business's served by BGWIB

3. Future Possibilities



Market-Driven Program

Economic Climate

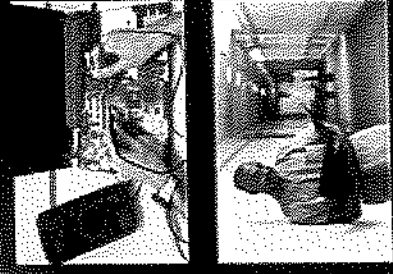
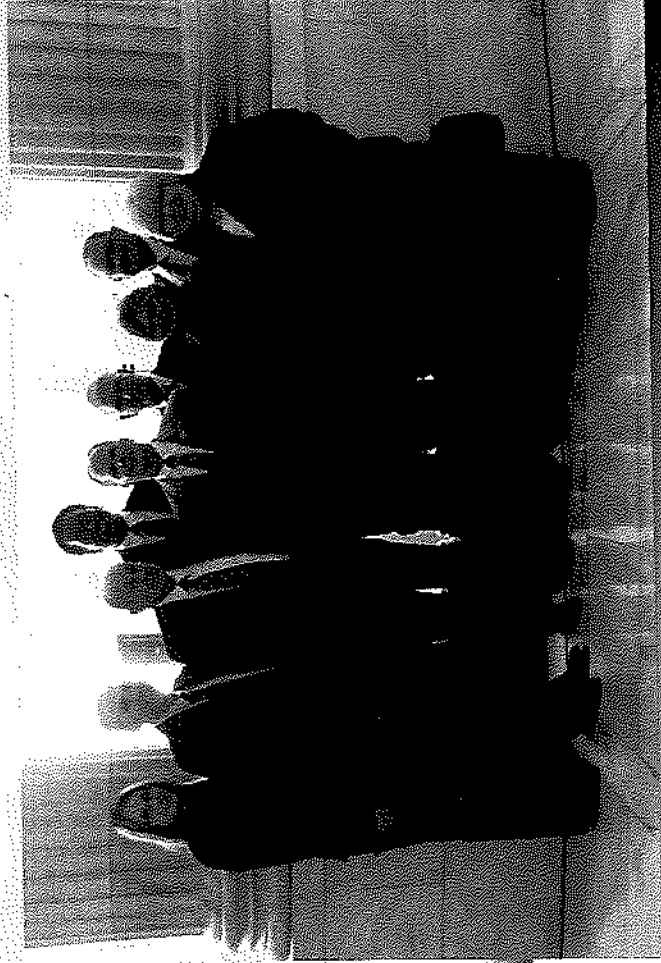
- Of the 7 billion people on Earth, there are 5 billion adults aged 15 and older.
 - Of these 5 billion, 3 billion tell Gallup they work or want to work.



Market-Driven Program

Economic Climate

- Most of these people need a full-time formal job.
- The problem is that there are currently only 1.2 billion full-time, formal jobs in the world.
- This is a potentially devastating global shortfall of about 1.8 billion good jobs.
- It means that global unemployment for those seeking a formal good job with a paycheck and 30+ hours of steady work approaches a staggering 50%, with another 10% wanting part-time work.



Market-Driven Program

What is WIA?

- The Workforce Investment Act of 1998 or WIA for short, is a “Work First” program designed to assist clients with obtaining suitable employment.



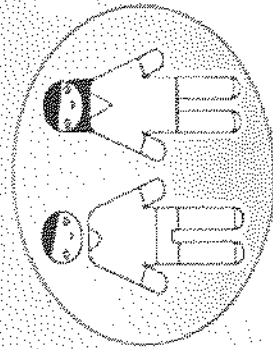
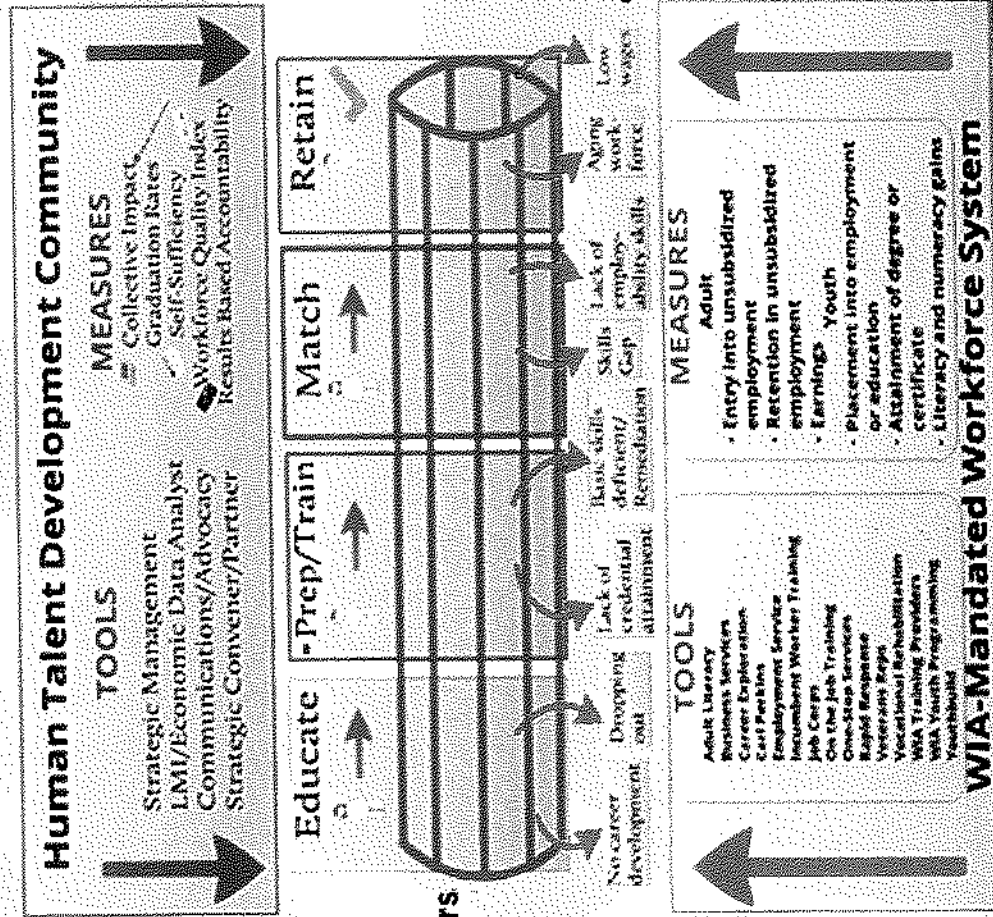
Market-Driven Program

WIA's Focus

- Streamlining services
- Empowering individuals
- Universal access
- Increased accountability
- Strong role for local workforce investment boards and the private sector
- State and local flexibility.
- Improved youth programs



Market-Driven Program

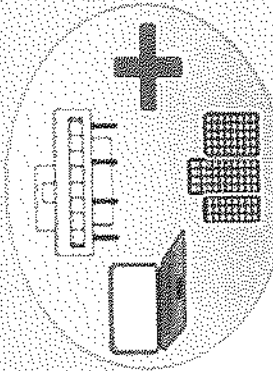


Jobseekers and Workers

with the

- Skills
- Knowledge
- Resources

to find and retain quality employment



Businesses and Employers

with the

- Talent
- Pipeline
- Proactive/Reliable workforce system to sustainably and competitively grow



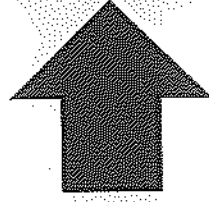
The WIB's Role Investing in Human Talent

Market-Driven Program

KWIB & BGWIB: Sharing a Vision

KWIB

- **Solution Based Vision**
- Kentucky will transform the **workforce development** system through innovative practices which enhance sustainable economic and job growth



BGWIB

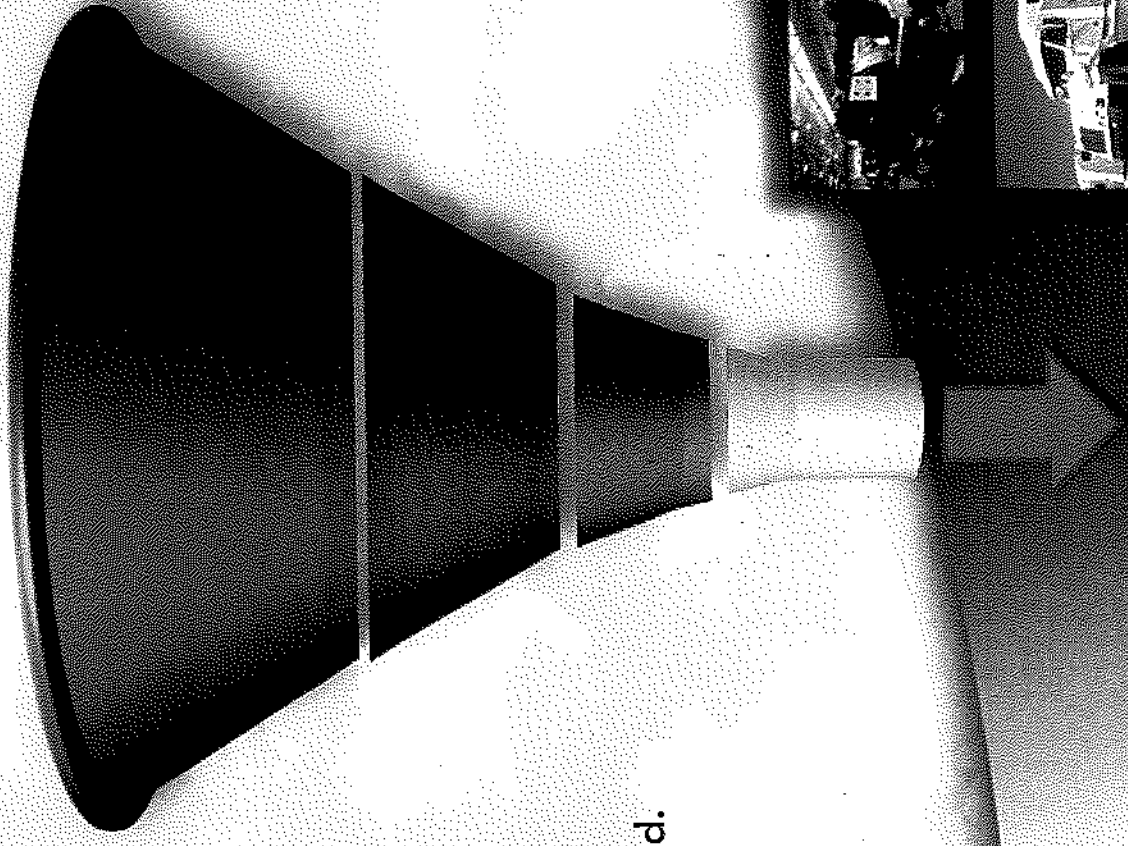
- The Bluegrass Workforce Investment Board will be the **visionary leader of workforce solutions.**
- To develop proactive workforce partnerships: **“Connecting employers with employees.”**



Market-Driven Program

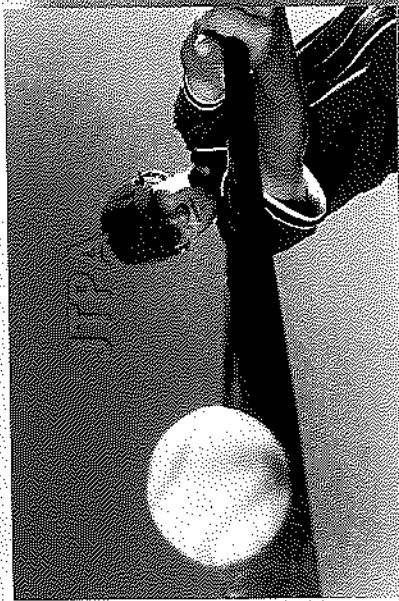
Progress through Fluidity

1. Impact the growth of the economy.
2. Become the catalyst for Workforce Issues.
3. Develop a visionary 100% engaged board.
4. Create a qualified pool of work ready candidates.



Market-Driven Program

- **Current Reality**
 - The game has changed.



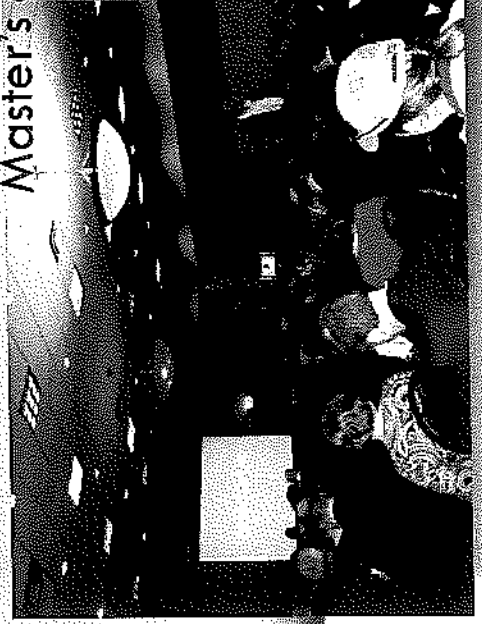
Tangible Results

Bingham Job Fair

In January of 2013, the BGWIB facilitated one of the largest single company job fairs in recent years right here in Lexington, for **Bingham McCutchen Law Firm.**

- The Job Fair saw 697 attendees.
- 68% of attendees were Fayette Co. residents.
- 48% of attendees had at least a Bachelor's level education and 17% had at least a

Master's degree.



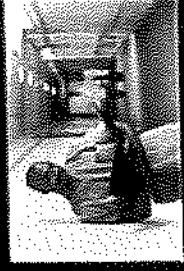
Tangible Results

LexMark Job Fair

- In September 2012, Rapid Response meetings were held for Lexmark with two held at the Griffin Gate Resort and one held at Lexmark.
- To ease the transition, Resume Writing Classes were conducted assisting nearly 90 Lexmark employees.

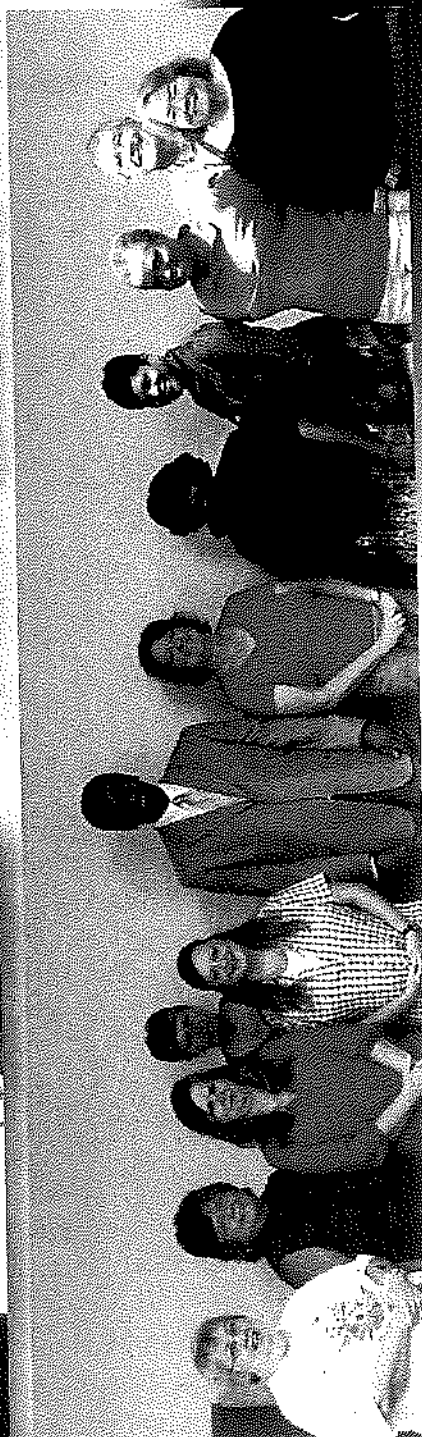


- The three Resume writing classes and one Resume Tips and Self Marketing Course were followed with mock interviews for 40 workers.
- The sessions concluded with a job fair attended by 350 employees and 30 plus employers.

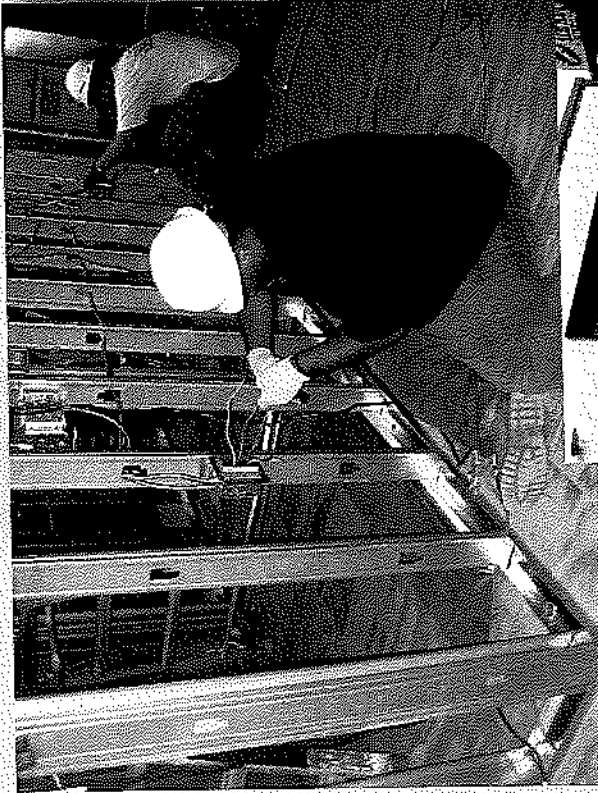


Tangible Results

Version

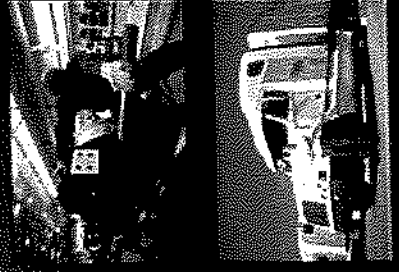
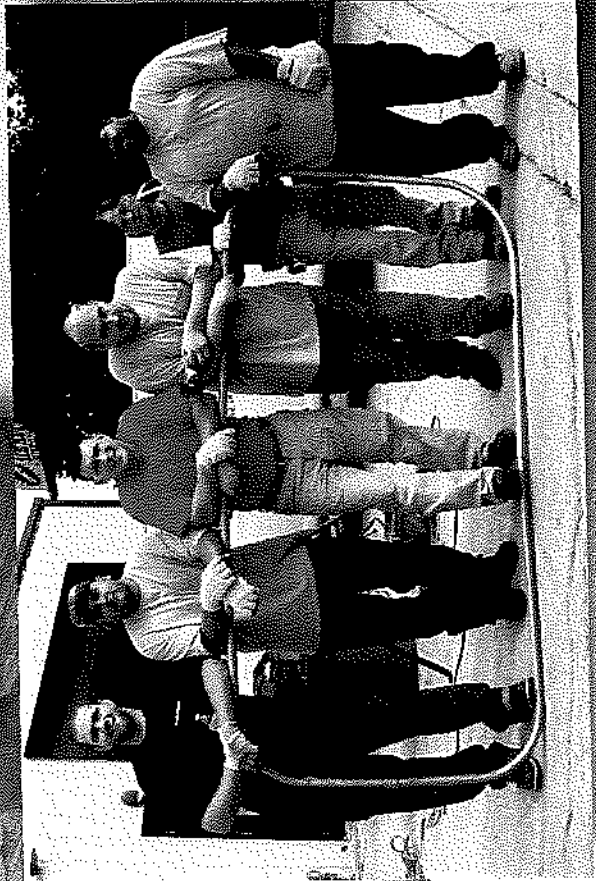


Tangible Results



Amteck

- Three training sessions have been conducted in less than a year.
- Participants how successfully complete all areas of training are provided employment through Amteck.
- Any that elect not to pursue employment through Amteck are qualified for employment with other area employers.



Tangible Results



HIRE

- HIRE is an internship program that focused on recent graduates of the healthcare industry, providing job matches to local participating employers in the healthcare field.
- The program allows trained individuals to acquire "real world" experience that may lead to permanent employment or at a minimum, provide marketable experience in their chosen field. The program worked directly with UK Healthcare and Bluegrass Mental Health.



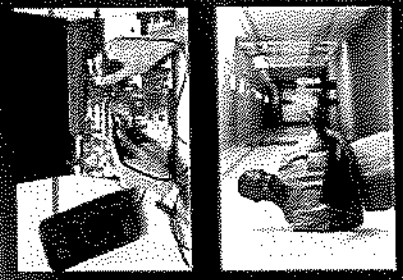
Tangible Results

MCSI



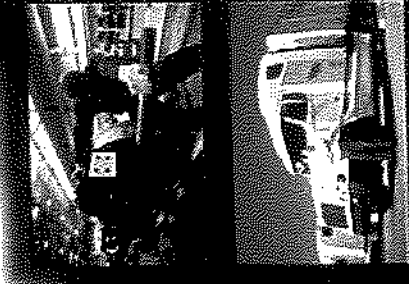
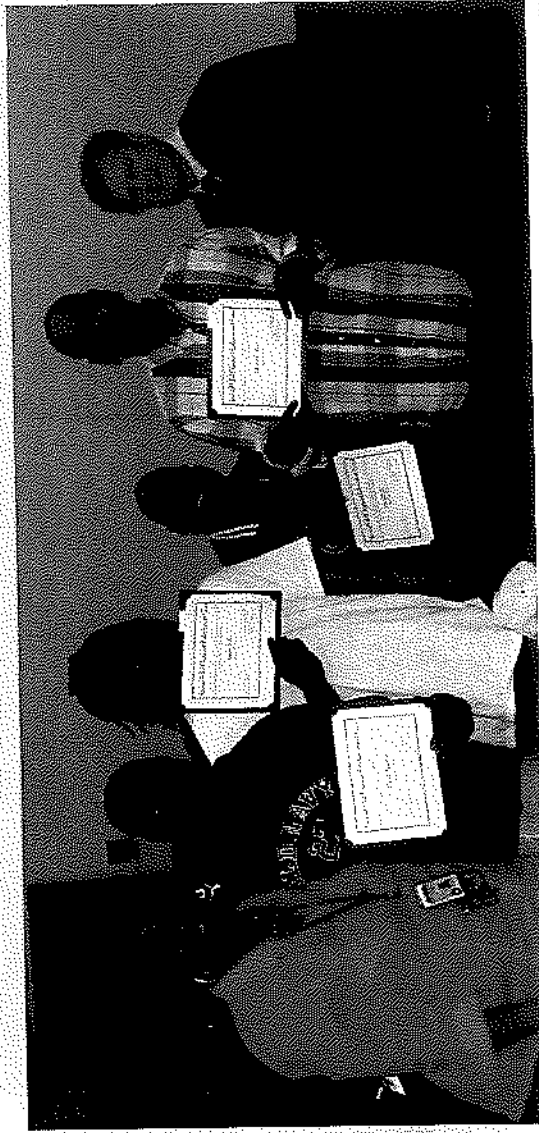
Tangible Results

Steps to Success Youth Competition



Tangible Results

Steppin' to a New Beat



Tangible Results

Employer Testimony

"Are we happy with the services?
We are very happy with the services
that the Career Center provides.
They are VERY RELIABLE.
PROFESSIONAL."

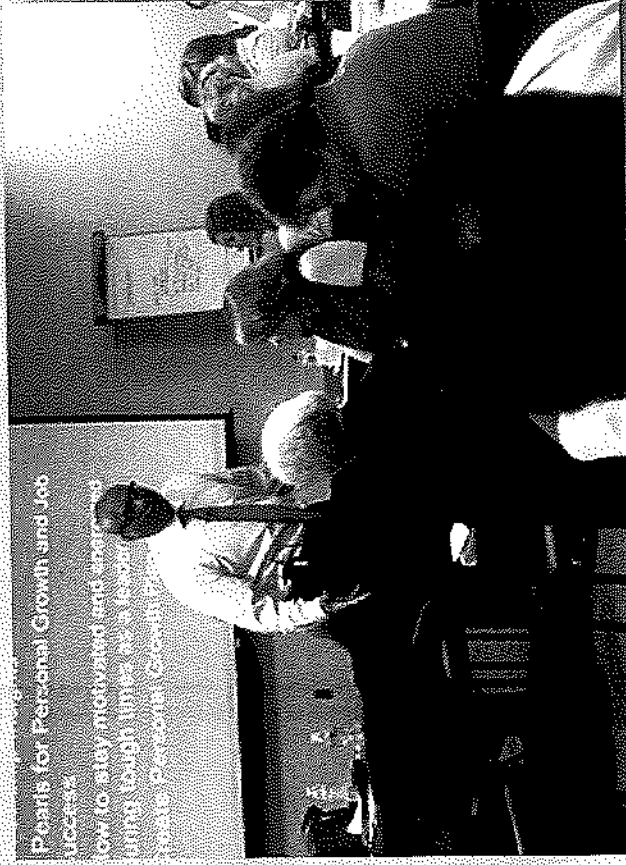
Dwight Mosley
Human Resources Manager
Square D



Tangible Results

Workforce Summit

- 90.4% of those responding to the follow-up survey were satisfied with conference.
- 89% reported they were likely to attend another Workforce Summit.
- This years conference will be at Embassy Suites held in **Lexington on September 6th.**



Testimonial from 2012 Workforce Summit:

"As a new manager, this event opened my eyes to areas/situations I had never thought about. It found it informative and plan on using several things with my employees in the future."



Tangible Results

Real People...Real Benefits:

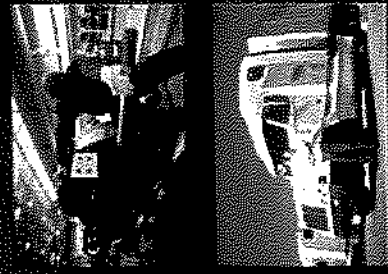
Frank Brown made mistakes in his youth that found him facing 20 – 30 years for trafficking. He got the help he needed, and even received full-custody of his son Dominic. Now he works tirelessly to promote the BGWIB's 'Steppin' to a New Beat Re-Entry Program while pursuing his education. In May of 2011 he graduated from BCTC with a AS and 3.5 GPA, with the long-term goal of becoming a Rehabilitation Counselor and Preventive Care Specialist to reach others in similar situations.



Tangible Results

Real People...Real Benefits

JoAnn Lewis was laid-off by Verizon. She received assistance through BGWIB's National Emergency Grant (NEG) which assisted those who have suffered long-term unemployment. Through this grant she received training and returned to work with Centene as a Customer Service Representative making \$12.50/hr plus benefits.



"One of the biggest things
the Re-Entry Program
has done for me is
giving me better
coping and
communication skills."

- Ed West

WIA Re-Entry Program Participant



Visit us today!
www.ckycareers.com
Keyword: CKYCareers!





With WIA, I was able to graduate with my
certification in Medical Assisting. After
working about a year I was
promoted to Office Manager.

Had it not been for WIA
I'd probably be doing
something I didn't really
want to do. Now I have
a career instead of a
job.

- Dawn Harris
WIA Participant

Visit us today!

www.ckycareers.com

Keyword: CKYCareers!



Tangible Results



Paragon
Family Practice

Bluegrass
Community & Technical College
JACOB S. HICKS, CHAIRMAN, BOARD

KELLY
SERVICES

Commerce
Lexington
The Greater Lexington
Chamber of Commerce, Inc.

ceradyne, inc.

LEXMARK

amazon



Bluegrass
Equipment

Accessible
Home Health Care
"We Guarantee Compassionate Care"

NetGain
TECHNOLOGIES

New Horizons
Computer Learning Centers

EMBASSY
SUITES

INTERNATIONAL PAPER



Schwartz
St. Joseph
Hospital
ST. JOSEPH
HOSPITAL

SQUARE D

SMUCKER'S

Marriott

medtech
COLLEGE
Columbia Gas
of Kentucky
A NISOURCE Company

valvoline

corbis

St. Joseph
Hospital
ST. JOSEPH
HOSPITAL

by Schneider Electric



WHITAKER BANK
CORPORATION OF KENTUCKY

UKHealthCare

ALLEN
BAILEY CO.
Electrical And Building Contractors

valvoline

CLARK

CDS Cleaning Services



RUSKIN
Air & Sound Control

bluegrass.org

IB Moore

windstream
communications

Lexington
AUTO SPA

BINGHAM

Saint Joseph Health System



FedEx
Express

M&S
MACHINING

Ashland

W&S

LEXMARK

GRAHAM
PACKAGING
COMPANY, INC.



Freedom

Direct Express

Central Baptist Hospital

LEXMARK



Fayette
Heating & Air
Complete Home Solutions

Convergence Marketing

Central Baptist Hospital

Link-Belt
CONSTRUCTION EQUIPMENT



Kentucky Small Business Development Center

Graybar

Central Baptist Hospital

Link-Belt
CONSTRUCTION EQUIPMENT



Kentucky Small Business Development Center

Graybar

Central Baptist Hospital

Link-Belt
CONSTRUCTION EQUIPMENT



Oldcastle Precast
Enclosure Solutions

NESCO

xerox

ups



PeopleLink
acting solutions

Precision
STIFFNESS SERVICES, INC.

Central Baptist Hospital

Link-Belt
CONSTRUCTION EQUIPMENT



Future Possibilities

- Identifying workforce needs of Lexington businesses
- Connecting Lexington residents to job opportunities and support systems
- Promoting Entrepreneurship
- Promoting Impact Investing and Social Entrepreneurship
- High School Outreach
- Project Lead The Way
- Bluegrass Higher Education Consortium
- Work Ready Community Program





Department of
Social Services

FY14 Social Services Partner Agency Funding Recommendations

Social Services & Community Development Committee

March 19, 2013

Objectives

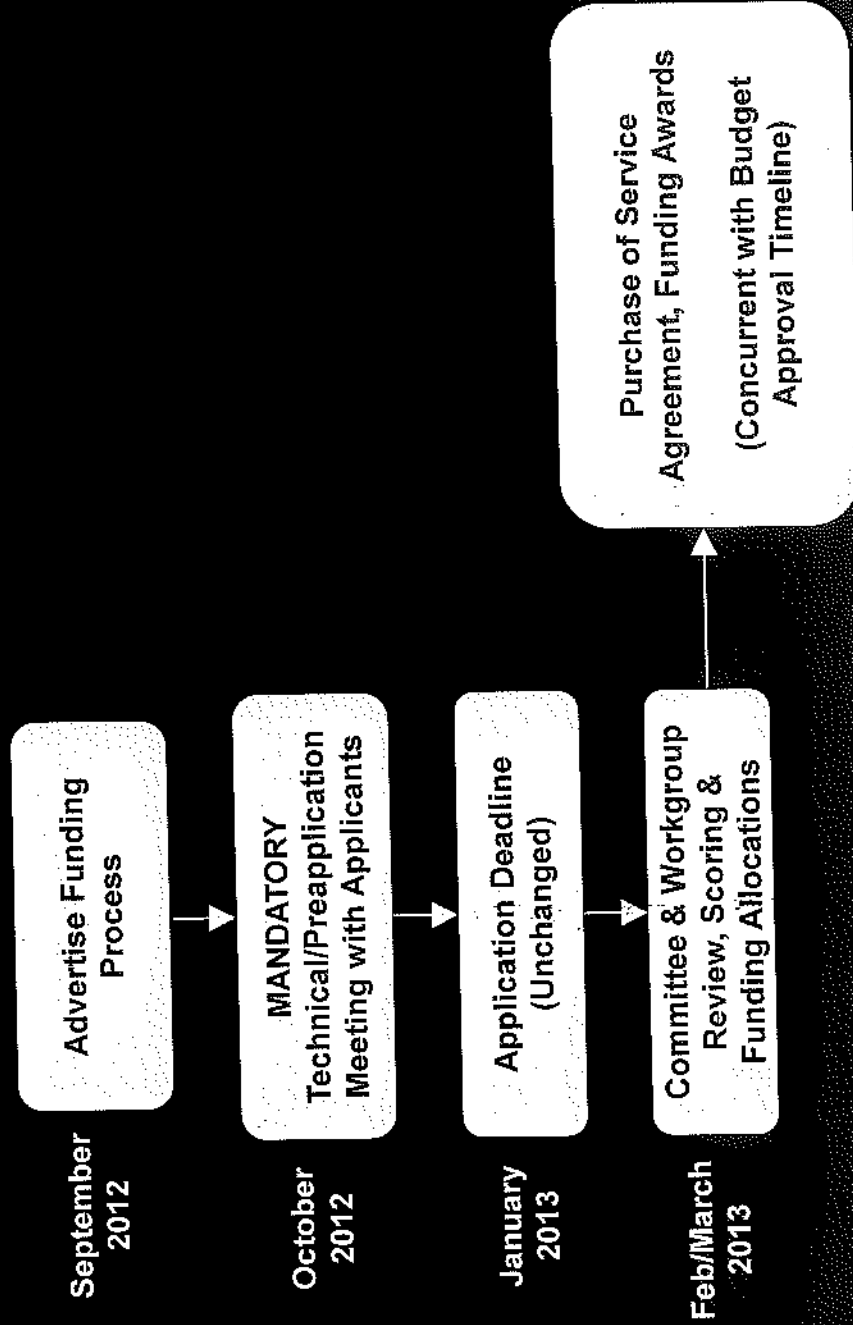
- Review Process Timeline
- Summary of Applications
- Application Scoring & Proposed Funding Allocations
- Next Steps
- Continuous Process Improvement



Process To-Date

- August 2012 – Committee approval of amendments to application & scoring instrument
- September 2012 – Council approval of application, scoring instrument, process
- September 2012 – Advertise Process
- October 17, 2012 – Mandatory Preapplication Meeting
- January 16, 2013 – Application Deadline
- February 19 – March 6, 2013 – Selection Advisory Committee Meetings
- March 11, 2013 – Partner Agency Funding Workgroup Meeting

FY14 Application Process - Social Services



Application Requirements

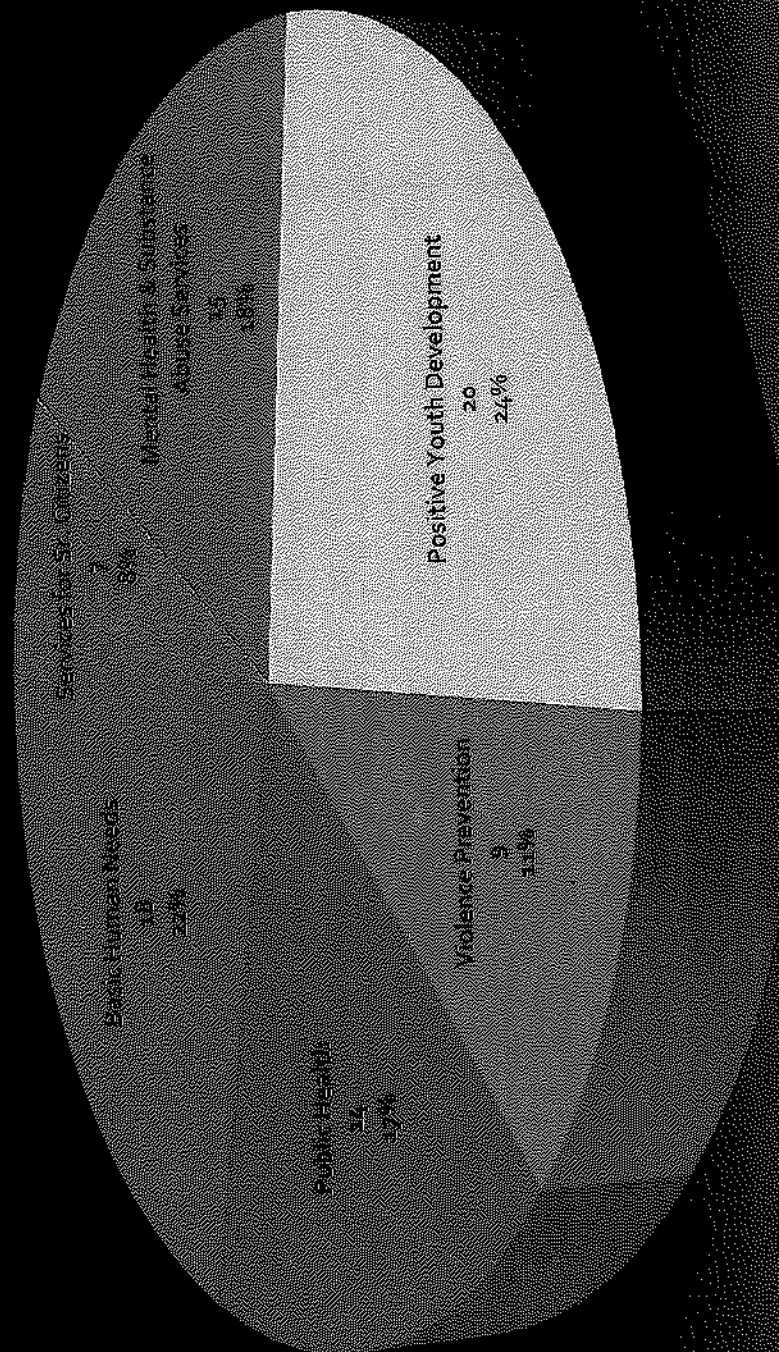
- Maximum request = 20% of previous fiscal year actual expenditures
- Registered with GoodGiving.net with a current agency portrait
- Nonprofit with 501(c)(3) status
- Attend the preapplication meeting
- Submit completed application (narrative and financials) via email by 5 p.m. on 1/16/2013

Applications at a Glance

- 55 applications from 36 agencies
 - 22 existing Partner Agencies, 14 new applicant agencies
- \$3.76 million in funding requests
 - Average request: \$68,422
 - Requests vary from \$1,890 to \$474,000
- Wide diversity of agency types, responding to each funding priority:
 - Services for Sr. Citizens
 - Mental Health & Substance Abuse Services
 - Positive Youth Development
 - Violence Prevention
 - Public Health
 - Basic Human Needs

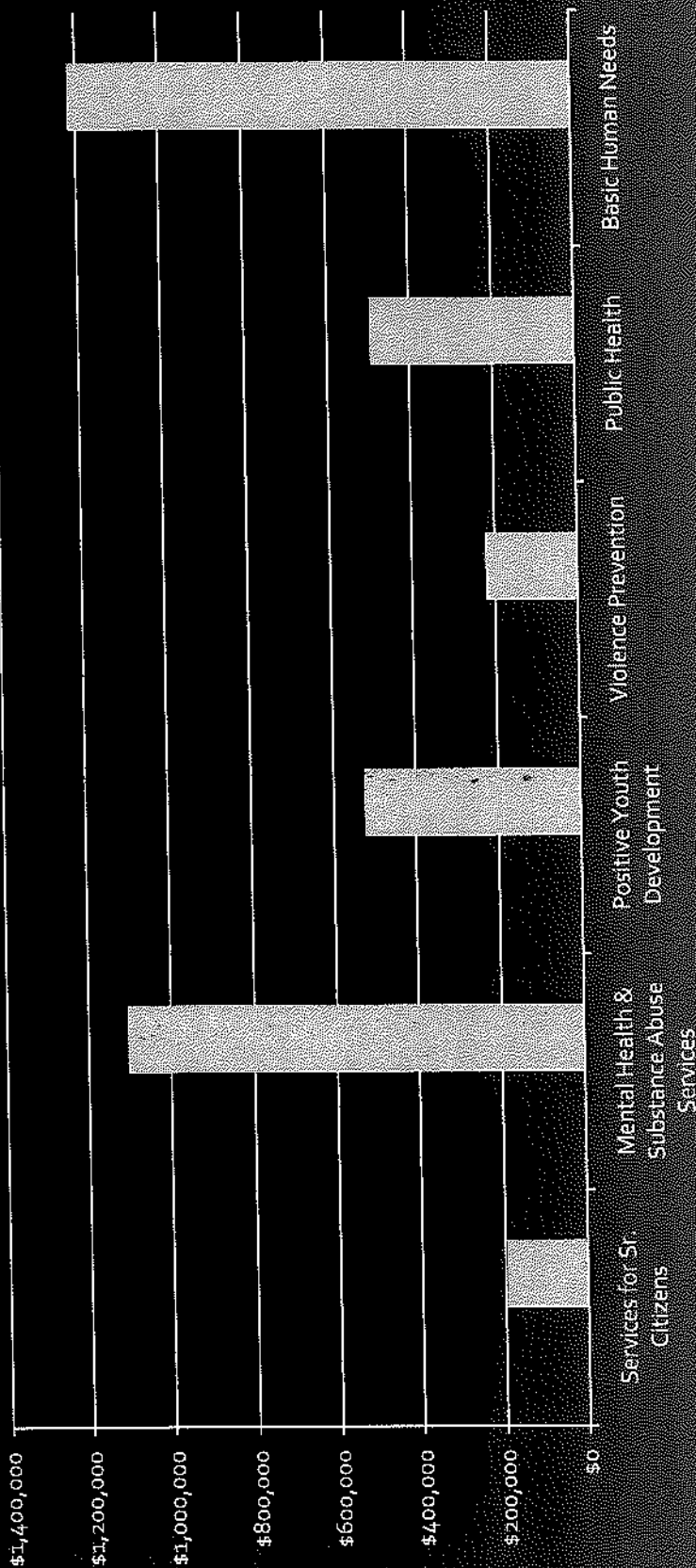
Applications at a Glance

- Total = 83 due to applications responsive to more than one priority
(55 actual program applications)



Need Category	Applications	Funding Request*
Services for Sr. Citizens	7	\$195,908
Mental Health & Substance Abuse Services	15	\$1,105,276
Positive Youth Development	20	\$524,963
Violence Prevention	9	\$222,780
Public Health	14	\$495,386
Basic Human Needs	18	\$1,218,936
	83	\$3,763,249

* Funding requests for multiple categories are divided evenly among all requested categories



Scoring Committees

- Six committees with 5-6 reviewers on each committee
- Each committee reviewed 9-10 applications
- Non Conflict of Interest Statement
- Objective scoring sheets, improved by workgroup made up of previous review committee members
- Oral presentations by applicants after preliminary scoring

Funding Workgroup

- Funding Workgroup made up of Council Members, members of the Social Services Advisory Board, and Administration
- Funding Recommendation based on \$2 million available
 - Scoring rank 1-10: 85% of each request funded
 - Scoring rank 11-20: 75% of each request funded
 - Scoring rank 21-48: 51% of each request funded
 - Scoring rank 49-55: not funded



Funding Recommendations

Rank	Score	Applicant	Request	Workgroup	
				Recommendation	% Funded
1	132.80	Community Action Council - Affordable Energy Initiative	\$42,570	\$36,185	85%
2	132.60	Baby Health Service	\$32,500	\$27,625	85%
3	131.00	Chrysalis House	\$103,700	\$88,145	85%
4	130.60	Mission Lexington	\$29,865	\$25,385	85%
5	130.00	Repairers Lexington - Faith Pharmacy	\$9,950	\$8,458	85%
6	129.50	YMCA - Diabetes Prevention Program	\$10,000	\$8,500	85%
7	129.40	Lexington Woman's Club	\$17,000	\$14,450	85%
8	129.17	Hope Center - Men's Recovery Program	\$95,000	\$80,750	85%
9	127.00	God's Pantry Food Bank - BackPack Program	\$41,740	\$35,479	85%
10	126.75	Bluegrass Regional MH/MR Board - Organizational Payee Program	\$125,260	\$106,471	85%



Funding Recommendations

Rank	Score	Applicant	Request	Workgroup Recommendation	% Funded
11	126.60	Community Action Council - Senior Transportation Services	\$23,000	\$17,250	75%
12	126.50	Repairers Lexington - East 7th Street Center	\$9,950	\$7,463	75%
13	126.20	Radio Eye	\$14,000	\$10,500	75%
14	126.00	YMCA - Livestrong	\$32,500	\$24,375	75%
15	125.87	God's Pantry Food Bank - Fayette County Pantry	\$116,690	\$87,518	75%
16	125.30	Community Action Council - Volunteer Services	\$90,920	\$68,190	75%
17	125.00	Moveable Feast	\$32,000	\$24,000	75%
18	124.60	Nursing Home Ombudsman Agency	\$83,450	\$62,588	75%
19	123.95	Community Action Council - LEEP Expanded Services	\$77,740	\$58,305	75%
20	123.40	Bluegrass Domestic Violence Program	\$75,000	\$56,250	75%



Funding Recommendations

Rank	Score	Applicant	Request	Workgroup Recommendation	% Funded
21	122.83	Blue Grass Community Action Partnership	\$35,000	\$17,850	51%
22	122.50	Carnegie Center	\$29,330	\$14,958	51%
23	122.20	AIDS Volunteers, Inc. (AVOL)	\$220,000	\$112,200	51%
24	121.60	YMCA - Black Achievers	\$15,000	\$7,650	51%
25	120.80	Bluegrass Regional MH/MR Board - Mobile Outreach Team	\$129,010	\$65,795	51%
26	120.40	NAMI Lexington	\$95,000	\$48,450	51%
27	120.17	Hope Center - Mental Health Program	\$80,000	\$40,800	51%
28	120.00	Arbor Youth Services, Inc. - MASH Drop Inn Emergency Shelter	\$105,876	\$53,997	51%
29	119.60	Hope Center - Women's Recovery Program	\$80,000	\$40,800	51%
30	119.50	Kentucky Refugee Ministries	\$70,220	\$35,812	51%
31	118.10	Sunflower Kids	\$31,400	\$16,014	51%
32	117.60	Urban League of Lexington	\$100,000	\$51,000	51%
33	117.50	One Parent Scholar House	\$152,700	\$77,877	51%
34	117.17	PCAKY - Technology Today	\$18,863	\$9,620	51%
35	117.00	Hope Center - Emergency Shelter	\$474,000	\$241,740	51%



Funding Recommendations

36	116.00	Kentucky Pink Connection - HealthLink Transit	\$20,000	\$10,200	51%
37	116.00	The Nest - Parenting Programs	\$30,000	\$15,300	51%
38	115.17	Hope Center - Detention Center Recovery Program	\$270,000	\$137,700	51%
39	115.00	Kentucky Pink Connection - Fayette Connection Program	\$20,000	\$10,200	51%
40	114.15	Children's Law Center	\$27,300	\$13,923	51%
41	113.75	The Nest - Child Care Program	\$60,000	\$30,600	51%
42	112.80	The Nest - Crisis Care	\$23,360	\$11,914	51%
43	112.50	New Life Day Center	\$30,000	\$15,300	51%
44	112.00	Hope Center - Women's Health Clinic	\$70,000	\$35,700	51%
45	112.00	Girl Scouts of Kentucky	\$21,500	\$10,965	51%
46	111.80	Red Cross	\$15,000	\$7,650	51%
47	110.40	PCAKY - Kids Are Worth It	\$3,150	\$1,607	51%
48	108.40	Bluegrass Rape Crisis Center - Expanded Therapy Program	\$26,495	\$13,512	51%
49	107.00	Bluegrass Rape Crisis Center - START	\$90,000	\$0	0%
50	106.00	Salvation Army - Emergency Shelter	\$250,000	\$0	0%
51	103.40	Bluegrass Technology Center	\$49,740	\$0	0%
52	101.67	Salvation Army - Boys & Girls Club Program	\$14,000	\$0	0%
53	100.15	Iglesia Nueva Vida, Inc.	\$14,600	\$0	0%
54	88.90	Sisohpromatem Art Foundation, Inc.	\$1,890	\$0	0%
55	86.92	Aviation Museum of Kentucky	\$26,980	\$0	0%
55 total applications			\$3,763,249	\$1,997,019	



Next Steps

- Consideration for the Mayor's FY14 budget
- Council approval as part of the FY14 budget process

FY15 Process Improvement

- Online survey to review committee members & all applicant agencies (April/May)
- Survey and workgroup to improve application and scoring instrument (July/August)
- Finalize Needs Assessment and refine Funding Priorities (August/September)
- Present proposed changes to Committee (August/September) and Council for approval



Department of
Social Services

Questions?

Adult & Tenant Services Mission

- Provide specialized social services programs and case management for eligible adults to ensure a safe & adequate living situation.
- Collaborate with other agencies and the community to empower clients to maintain and achieve independence.

Emergency Financial Assistance (EFA)

- ❖ **Unexpected Loss of Income or Interruption of Income**
 - ❖ temporary reduction of work hours
 - ❖ reduction of income due to sick days
- ❖ **Assistance with Rent and/or Utilities**

Additional Programs

❖ LANDFILL / SEWER PROGRAM

- ❖ 30% to 50% deduction on sewer & landfill fee
- ❖ Residents 125% of Poverty Level

❖ H2O Program: Hot Water to Our Community

- ❖ Dept of Social Services in conjunction with Home Depot will inspect, repair or replace owner's hot water tank at NO COST!
- ❖ Must be experiencing problems with hot water tank
- ❖ Household Income at or below 150% of Federal Poverty Level

Additional Programs (cont.)

❖ RELOCATION

- ❖ Provides assistance to move into another apartment when current rental is condemned by Code Enforcement

❖ SIDEWALK REPLACEMENT & TREE REMOVAL

- ❖ Notification from Code Enforcement
- ❖ Residents 125% of Poverty Level

Emergency Solutions Grant (ESG)

❖ Rapid Re-Housing

- ❖ Individuals / Families Currently Homeless
 - ❖ STAYING IN EMERGENCY SHELTER OR SLEEPING IN PLACE NOT MEANT FOR HUMAN HABITATION (i.e. on the streets, car, ect.)

❖ Prevention

- ❖ Individuals / Families At Risk of Homelessness
 - ❖ CURRENT HOUSING WILL BE LOST WITHIN 21 DAYS
 - ❖ FLEEING / ATTEMPTING TO FLEE DOMESTIC VIOLENCE

Emergency Solutions Grant (cont.)

- ❖ Grant Funds Pay:

- ❖ SECURITY DEPOSIT

- ❖ 3 MONTHS OF RENT

- ❖ UTILITY DEPOSITS & 3 MONTHS OF UTILITY BILLS
(IF UTILITIES NOT INCLUDED IN RENT)

- ❖ Past Utility Bills if Prevents Participant
Moving into Apartment

Newtown Pike Extension Project

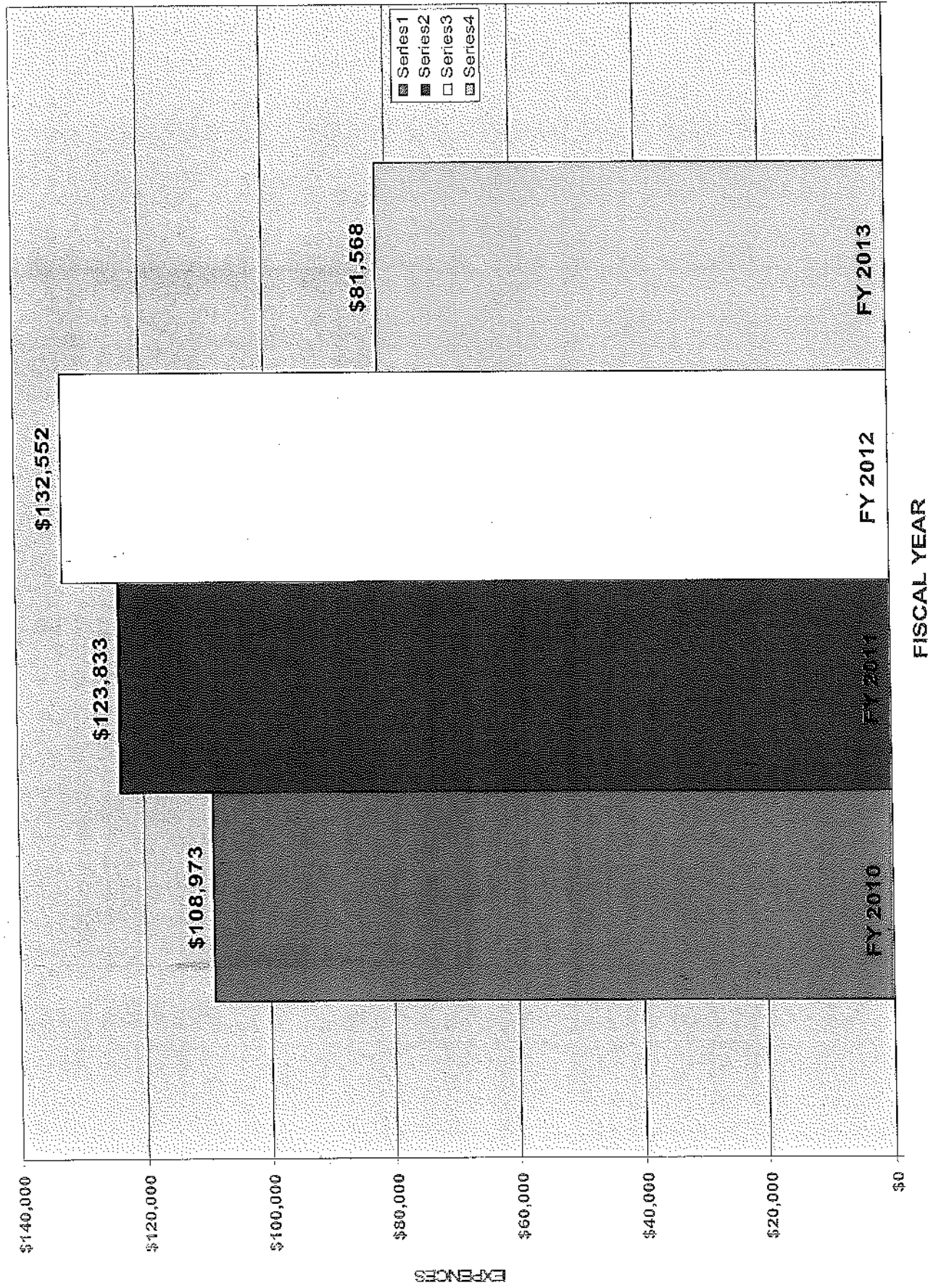
Funded through a Federal Grant with the Transportation and Highway Department

Improve the Impoverished Newtown Pike Neighborhood

Social Work Interventions with Residents to:

- ❖ Address personal challenges
- ❖ Provide financial education
- ❖ Refer to community resources
- ❖ Offer substance abuse education
- ❖ Assist with employment needs
- ❖ Help with transportation
- ❖ Prepare residents for new neighborhood housing as homes & rental properties become available

BURIAL BUDGET



PROGRAMS

EMERGENCY SOLUTIONS GRANTS (ESG)				EFA EMERGENCY ASST. PROG		CONTACT INFO:	
1 TIME ASSISTANCE WHILE FUNDS LAST				EVERY 2 YEARS/ 1 YR. MED		Adult & Tenant Services	
RAPID RE-HOUSING				PREVENTION		1055 Industry Rd.	
INDIVIDUALS / FAMILIES				INDIVIDUALS / FAMILIES		Lexington, KY 40505	
CURRENTLY HOMELESS				AT RISK OF HOMELESSNESS		Connie Godfrey	
						Division Director	
				<90-DAYS>		cgodfrey@lexingtonky.gov	
*****MUST BE RESIDENT OF FAYETTE COUNTY FOR AT LEAST 30-DAYS*****				UP TO \$400 / \$400 MEDICAL		*** FY 2012 - AREA MEDIAN	
DEPOSIT, UTILITIES, AND RENT ASST. FOR UP TO 6 MONTHS				RES. LEASE AGREEMENT		INCOME (AMI) - ESG	
AGENCY REFERRAL IF APPLICABLE				UTILITY BILL		Family Size 30%	
INTAKE INTERVIEW				PHOTO ID FOR ALL 18+ YRS		1 \$13,450	
PHOTO ID FOR ALL 18+ YRS				SS CARD FOR ALL WHO HAVE ONE		2 \$15,350	
SS CARD / PRINT OUT FOR FAMILY				PROOF OF INCOME		3 \$17,250	
DOCUMENTATION OF HOUSING STATUS				PROOF OF COMPLETE LOSS OF INC		4 \$19,150	
PROOF OF INCOME / PENDING INCOME				OR INTERRUPTION IN INCOME		5 \$20,700	
						6 \$22,250	
						7 \$23,750	
						8 \$25,300	
OTHER FORMS				MEDICAL DOCUMENTATION		*** FY 2012/2013 HHS	
RELOCATION FORM FROM LANDLORD				DISABILITY APPLICATION		POVERTY GUIDELINE	
CODE INSPECTION REPORT				- MED. STATEMENT TO SUPPORT		Family Size 125%	
FAIR MARKET RENT / RENT REASONABLE				DISABILITY APPLICATION		1 \$13,963	
RENTAL AGREEMENT - LL, TENANT, CM				CERT. OF ZERO INC. IF NEEDED		2 \$18,913	
SIGNED LEASE				SERVICE AGREEMENT		3 \$23,863	
MONTHLY BUDGET WORK SHEET				COMPLAINT FILING PROCEDURE		4 \$28,813	
HOUSEHOLD STABILITY PLAN				LOAN AGREEMENT		5 \$33,763	
CASE NOTES				VOUCHER		6 \$38,713	
VOUCHER				CASE NOTES		7 \$43,663	
SERVICE AGREEMENT				MO INCOME & EXPENSE WORK SHEET		8 \$48,613	
COMPLAINT FILING PROCEDURE				LFUCG RELEASES OF INFO			
KYHMS ACKNOWLEDGMENT & RELEASE							
LFUCG CONSENT FORM (AS NEEDED)							
STAFF CERTIFICATION OF ELIGIBILITY							
INCOME ELIGIBILITY WORK SHEET							

REOCCURRENCE

DEFINITION

WITHIN TIME
FRAME

REQUEST

CLIENT'S
REQUIRE-
MENTS

WORKER

*****ALL FINANCIAL REQUEST TAKES TIME DUE TO PAPERWORK AND FUNDING AVAILABLE AT THE TIME OF REQUEST*****				
RELOCATION PLACE CONDEMNED BY * CODE ENFORCEMENT (CE)	FUNERAL FINANCIAL ASSISTANCE FOR BURIAL / CREMATION PROCESS	SIDEWALK REPLACEMENT	TREE REMOVAL	
N/A	N/A	N/A	N/A	
RELOCATION DUE TO CONDEMNATION OF A BLDG OR APT. UNIT DUE TO CODE(S) VIOLATIONS THAT ARE A HEALTH AND SAFETY RISK TO THE INDIVIDUAL	(MUST NOT HAVE THE FINANCIAL MEANS FOR THE BURIAL/CREMATION PROCESS) MUST HAVE BEEN A RESIDENT LIVING IN FAYETTE CO. AT THE TIME OF DEATH			
*****MUST BE RESIDENT OF FAYETTE COUNTY FOR AT LEAST 30 DAYS*****				
VARIES	VARIES	N/A		
* CE= CODE ENFORCEMENT * CE's LETTER STATING CONDEMNATION PHOTO ID FOR ALL INDIVIDUAL 18+ YRS SS CARD FOR ALL HOUSEHOLD MEMBERS PROOF OF INCOME / PENDING INCOME - RELOCATION ASST. FORM -	INDIGENT BURIAL REFERRAL FORM (FROM THE FUNERAL HOME) DECEASED'S IDENTIFICATION (ANY)	NOTIFICATION LETTER FROM *CE PHOTO ID FOR IND. 18+ YEARS SS CARD FOR EVERYONE PROOF OF INCOME *** (USE FP 2012 GUIDELINE, INCOME EQUAL TO OR LESS THAN 125%)	NOTIFICATION LETTER FROM *CE PHOTO ID FOR IND. 18+ YEARS SS CARD FOR EVERYONE PROOF OF INCOME *** (USE FP 2012 GUIDELINE, INCOME EQUAL TO OR LESS THAN 125%)	
OTHER			OTHER	
ZERO INCOME FOR OTHER HOUSEHOLD MEMBER (18-YRS +) IF NO INCOME SERVICE AGREEMENT COMPLAINT FILING PROC. RELEASE OF INFO TO SPEAK WITH CE RELEASE OF INFO TO SPEAK WITH NEW LL LETTER TO LL EXPLAINING PROG - RELOCATION ASST. FORM - E-MAIL OR PH CE TO INSPECT NEW PLACEMENT CONFIRMATION FROM CE OF PASS/FAIL INSPECTION	SERVICE AGREEMENT COMPLAINT FILING PROC. LFUCG RELEASES OF INFO BURIAL / CREMATION APPROVAL FORM (GIVE TO CLIENT TO TAKE TO FUN. HOME) AGREEMENT TO REPAY IF ANY BENEFITS (SIGNED BY REPRESENTING PARTY) CASE NOTES	SERVICE AGREEMENT COMPLAINT FILING PROC. E-MAIL: KAREN HOBBS (North Area) khobbs@lexingtonky.gov or THOMAS BROOKS (South Area) tbrooks@lexingtonky.gov PUT INFO IN DATABASE	SERVICE AGREEMENT COMPLAINT FILING PROC. E-MAIL: TIM R. QUEARY tqueary@lexingtonky.gov PUT INFO IN DATABASE SYSTEM	
LANDFILL / SEWER PROGRAM	CLIENT'S REQUIREMENT	WORKER'S DOCS	Business Hours	
HOUSEHOLDS WITH INCOME AT OR BELOW ***125% OF THE 2012 FEDERAL POVERTY GUIDELINES MAY BE ELIGIBLE FOR A 50% OR 30% DEDUCTION OFF THE SEWER FEE PORTION (\$4.75 MINIMUM SEWER PMT AND 50% OFF LANDFILL FEE PORTION	PHOTO ID FOR ALL 18+ YRS SS CARD FOR ALL WHO HAVE ONE PROOF OF INCOME CERT. OF ZERO INCOME IF NO INCOME WATER BILL	LANDFILL / SEWER APPLICATION SERVICE AGREEMENT COMPLAINT FILING PROC. LFUCG RELEASES OF INFO ADD INFO TO MAINFRAME CASE NOTES	Monday - Friday 8:00 a.m. - 5:00 p.m. Tel: 859.258-3810 Fax: 859-425.2055	
			UPDATED: 3/7/13	

REQUIREMENT

DEFINITION

REQUEST

CLIENT'S
REQUIRE-
MENTSWORKER'S
DOCS

DEFINITION

Social Services/Community Development Committee Referrals

Item Referred	Referred By	Date Referred	Status
Vice Mayor appoints a task force to look at the need for a new senior citizen's center	Finance and Social Services Link Committee	8.16.11	Moved to Work Session For Update
Workforce Investment & Training	Ford	10.16.12	Nov 20, 2012

PAS 3.5.13