


OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



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Date: November 22, 2023
To: Joseph Mooney, Chairman Board of Finance
James Cosgrove, First Selectman
From: James Finch, Finance Director 
Re: Branford Community Foundation (BCF) ARPA Recommendations
Shoreline Chamber of Commerce.

Branford Community Foundation

As you may recall over the past year, the Board approved actions to reserve \$425,000 of ARPA funds to assist non-profit organizations. Additionally, the Board made a recommendation to the Board of Selectman to engage the Branford Community Foundation (BCF) to assist the town in soliciting and selecting suitable non-profit candidates.

The BCF has completed their selection process which concluded with the BCF board approving their recommendations last week. The BCF plans to make a presentation to the Board of Finance at your meeting. I attach a copy of their presentation and a resolution allocating \$395k to 25 organizations.

Resolved: That the Board of Finance, pursuant to the efforts of the Branford Community Foundation recommends to the RTM the following ARPA allotments out of the previous ARPA allocation of \$395,000.

Organization	BCF Recommendation
BHcare, Inc.	10,000
Branford Historical Society	8,000
Branford Land Trust	14,000
Branford Micro fund	20,000
Carrie P. Chandler Housing Development Corporation	20,000
Child Development Center	10,000
Community Dining Room	20,000
Fair Haven Community Health Care	20,000
Friends of James Blackstone Memorial Library	8,800
Legacy Theatre	35,000
Move to Heal CT	20,000
Orchard House Medical Adult Day Center	13,000

Read to Grow, Inc.	15,000
Rev. Dr. Martin Luther King, Jr. Heritage Foundation	21,200
Shoreline Arts Alliance	7,000
Shoreline Eldercare Alliance	2,000
Shoreline Village CT	10,000
Soundview Family YMCA c/o Central Connecticut Coast YMCA	15,000
Special Olympics Connecticut	20,000
Stony Creek Museum Inc.	5,000
The Branford Chorale	6,000
The Branford Electric Railway Association, Inc.	15,000
The Connecticut Hospice, Inc.	50,000
The Cove Center for Grieving Children	5,000
Women & Family Life Center	25,000
Total	395,000

Shoreline Chamber of Commerce

As the Board may recall, the Shoreline Chamber of Commerce returned \$25,000 last August for funds allocated to the business mentoring initiative. The reasons for returning the grant stemmed from a variety of factors including, but not limited to, the timing of funds which shortened the time frame required to execute the program.

The request before the board is to reallocate these funds to offset a small portion of their revenue losses related to the pandemic. These losses were are directly linked to their inability to hold fundraising events coupled with a suspension membership fees. Below is a breakdown of their losses based on their application to the BCF.

Summary	Branford	Guilford	Total
Event Income Loss 2021	\$43,577.32	\$43,577.32	\$87,154.64
Event Income Loss 2022	\$31,610.25	\$31,610.25	\$63,220.50
Total Event income loss	\$75,187.57	\$75,187.57	\$150,375.14
Total Membership Write offs	\$36,390.80	\$27,845.00	\$64,235.80
Totals	\$103,224.20	\$94,678.40	\$197,902.59

Resolved: That the Board of Finance recommends to the RTM a grant to the Shoreline Chamber of \$25,000. This grant will be funded through ARPA dollars previously returned to the town and will be repurposed to offset the Chamber's revenue losses due to the pandemic.

NOV 22 2023

BRANFORD TOWN CLERK

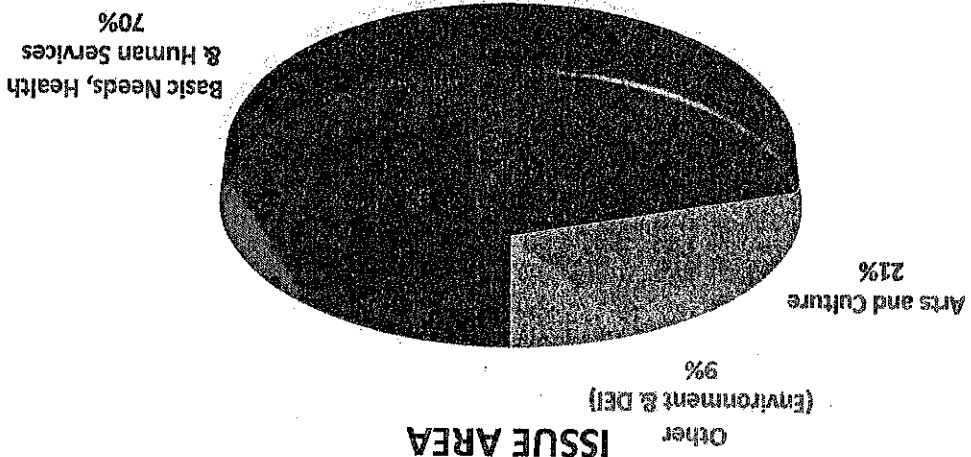
Organization Name	Amount Requested	Recommendation	% Funding Recommended	Area of Service	Brief Summary of Request:
BHcare, Inc.	\$10,000.00	\$10,000.00	100%	mental health	COVID challenged us to provide accessible client services. Clients need comprehensive services and a supportive team. Today, staff are dispersed in several locations. Our new facility brings staff together in one place. Children's offerings and capacity will expand. Fixtures, and furnishings will create a trauma informed setting; children will have sensory walls and a quiet waiting area with engaging toys and games. ARPA funds will be used to decorate and furnish these client centered spaces.
Branford Historical Society	\$8,000.00	\$8,000.00	100%	arts & culture	BHS is applying for the ARPA grant to reimburse funding lost during COVID19. Due to the Branford Festival being cancelled in 2020 and 2021, BHS was unable to put on our primary fundraiser the Strawberry Shortcake sale which generates \$3,500 in profits, a total of \$7,000 over two years. In addition, BHS lost approximately \$1,000 by not being able to sell publications, hold raffles at the Annual Dinner, give tours at the Harrison House or participate in events on the Green.
Branford Land Trust	\$13,169.00	\$14,000.00	106%	environment	We request infrastructure improvement to install a fire detection/alert system at our headquarters, the historic Land Trust House (LTH) at 26 School St. The 1865 LTH was gifted to us by the Town in 1983 without an endowment. At LTH we conduct business run programs, store land management equipment, and secure records for accreditation. We had a small fire in the building. The Town Building Inspector recommended a fire system, but we could not fundraise for it during COVID.
Branford Microfund	\$20,000.00	\$20,000.00	100%	basic needs	We are requesting additional capital to help with the continuing increase in the number of Branford residents applying for grants. The grants are for people facing a sudden emergency beyond their immediate financial capability. Loans are for residents who are unable to qualify for traditional bank loans but are able to repay a small no interest loan up to \$3,000.
Carrie P. Chandler Housing Development Corporation	\$20,000.00	\$20,000.00	100%	basic needs	ARPA funds are being requested to support continued renovations at St. Stephen's Townhouses located at 13-15 Rogers Street in Branford. St. Stephen's is a 7-unit affordable housing community constructed in 1987 by Carrie P. Chandler Housing Development Corporation (CCHDC). Funds will be used for unit upgrades including flooring and re-painting.
Child Development Center	\$10,000.00	\$10,000.00	100%	youth & family	We serve many families in Branford and we are expanding to meet the needs of the families searching for care/preschool for their children which has increased since COVID. We have opened an extra preschool room for this school year (which is much needed with the new kindergarten age) and are in the process of opening a second infant room. The money we are requesting would be to help us replace items that need to be replaced and purchase new equipment to help us expand.
Community Dining Room	\$20,000.00	\$20,000.00	100%	basic needs	This grant request is for dollars to purchase a cargo van for the Community Dining Room. This will allow us to pick-up more needed procurements to meet the needs of the number of meals served on the shoreline community as well as service as an outreach vehicle for bringing those in need food.

Organization Name	Amount Requested	Recommendation	% Funding Recommended	Area of Service	Brief Summary of Request:
Fair Haven Community Health Care	\$20,000.00	\$20,000.00	100%	health	Shoreline Family Health Care (SFHC), located at 221 West Main Street, Brantford CT currently has 12 patient exam rooms and completed 16,600 patient visits in fiscal year 2023. The demand for primary care services in Brantford has exceeded the exam room capacity of the facility. The ARPA grant request is to fund the renovation of the interior space to create 4 additional exam rooms. SFHC is a collaboration between Fair Haven Community Health Clinic, Inc (FHCHC) and BHcare, Inc.
Friends of James Blackstone Memorial Library	\$8,800.00	\$8,800.00	100%	arts & culture	Clean dry and secure storage for the books that we collect is an essential component for our fundraising process. We need to purchase an additional storage container to increase our storage capacity for donated books.
Legacy Theatre	\$50,000.00	\$35,000.00	70%	arts & culture	Legacy Theatre opened in April 2021 during Covid19 restrictions instituted by the federal government, the county of New Haven and AEA (actors union). Due to these COVID restrictions Legacy suffered box office losses, was limited in fund raising activities, and was unable to offer the full complement of educational programming. Additionally, we were compelled to significantly increase construction costs. We are seeking ARPA funds to compensate for losses and expenditures totaling over \$210k.
Move to Heal CT	\$50,000.00	\$20,000.00	40%	mental health	Our funding request for \$50,000 is to cover revenue lost as a result of our difficulty in fundraising and the decrease in donations during the COVID-19 pandemic. Our organization was established at the start of the pandemic and experienced a reduction in donations directly related to the pandemic. Despite the minimal amount of donations we received, we remained committed to providing services throughout 2021 and still to this day.
Orchard House Medical Adult Day Center	\$13,000.00	\$13,000.00	100%	seniors	The grant request will help Orchard House cover costs incurred in expansion of existing programming. We want to increase capacity to serve our clients and families effectively. It will help with planning and implementing projects in both professional and operational services.
Read to Grow, Inc.	\$20,000.00	\$15,000.00	75%	youth & family	ARPA funding will enable Read to Grow to deepen and extend our reach to families in need in Brantford and allow us to partner with childcare providers and the food pantry to ensure we are distributing books to families who need them most via our book requests, Bookmobile, and any baby born in Brantford who receives our Books for Babies programming.
Rev. Dr. Martin Luther King, Jr. Heritage Foundation	\$34,000.00	\$21,200.00	62%	DEI	Remembering Dr. King's birthday provides an opportunity for people to educate those who don't know about him, release tensions (mental), and add to the culture. Black history month is about educating the community on the achievements and contributions of African Americans, who supports the culture. Our current scholarship program allows us to make these funds available through all 4 years of college or trade school of ea student and well as support other local charitable organizations.

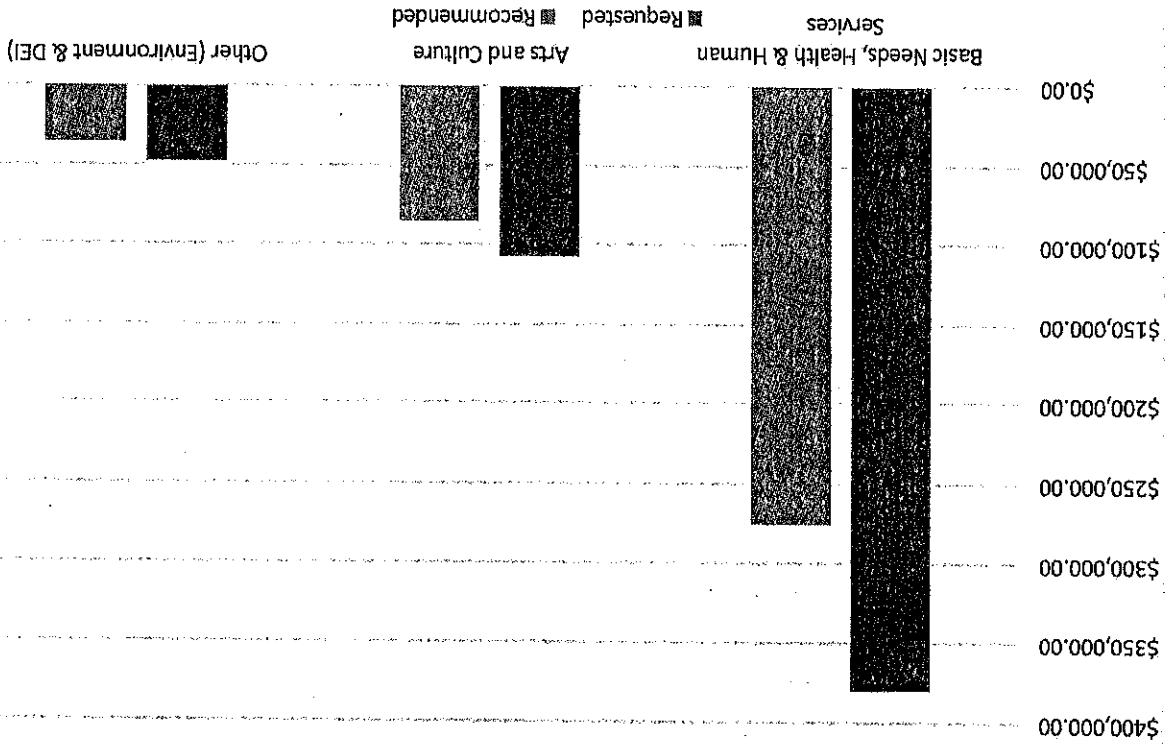
Organization Name	Amount Requested	Recommendation	% Funding Recommended	Area of Service	Brief Summary of request:
Shoreline Arts Alliance	\$12,000.00	\$7,000.00	58%	arts & culture	Due to COVID, Shoreline Arts Alliance lost funding from the Branford community. Fewer members of the Branford community participated in our programs, donated to our organization, attended our fundraisers, and participated in our silent auctions, resulting in a loss that has affected us substantially. Additionally, COVID prevented us from making new connections and securing new funding within the Branford community.
Shoreline Eldercare Alliance	\$2,000.00	\$2,000.00	100%	seniors	Shoreline Eldercare Alliance lost the ability to present in-person educational events for two and a half years and in particular the ability to host our annual "Celebration of Healthy Aging" event for seniors. In order to get back to fully functioning as an educational and guiding educational source for Branford Seniors we need to review our entire operational system with a strategic planning project, led by a professional planner for not-for-profit organizations. We need funding assistance.
Shoreline Village CT	\$10,000.00	\$10,000.00	100%	seniors	ARPA funds will be used to make up for lost revenue that would have been gained from membership dues during the pandemic. Due to the pandemic we were unable to launch a membership campaign and had to reduce our services, which contributed to membership decline.
Soundview Family YMCA c/o Central Connecticut Coast YMCA	\$50,000.00	\$15,000.00	30%	youth & family	The Soundview Family YMCA experienced great loss in revenue during the height of the pandemic. Although never closing to our service for those in need, collection of membership and program fees, combined with increased expense for safety measures, left a deficit we are still attempting to recover from.
Special Olympics Connecticut	\$30,000.00	\$20,000.00	67%	youth & family	This is a request from two organizations, both local but associated with Special Olympics Connecticut to replace some of the funds lost during the Covid years when neither could meet for fund raising activities. The Branford Police Department, Law Enforcement Torch Run has been a top donor to SOCT for many years. Lenny's "Tip a Cop" is their biggest event. The Covid years also saw a change in the local program management and these funds will help new leadership time to get organized.
Stony Creek Museum Inc.	\$5,000.00	\$5,000.00	100%	arts & culture	The Stony Creek Museum requests reimbursement for the loss of revenue due to Covid. The cancelling of two quarry tours, paid field trips for schools, seniors, and scout troops, and a fundraiser resulted in a total revenue loss of more than \$5000. Covid interrupted our efforts to develop a video library on Branford history that can be distributed to schools, libraries, and a broad population. This grant would help to provide alternative methods to mediate learning loss caused by Covid.
The Branford Chorale	\$8,400.00	\$6,000.00	71%	arts & culture	We have been a fully sustainable organization since 1975. We are just starting to build momentum after returning last fall but the loss of membership has severely reduced our income by decreased dues, less people fundraising, purchasing tickets for our concerts and selling ads for our program.
The Branford Electric Railway Association, Inc	\$15,000.00	\$15,000.00	100%	arts & culture	The Shore Line Trolley Museum is seeking reimbursement due to our inability to serve Branford residents during the Covid-19 pandemic. The museum campus is largely located in Branford, CT and serves a large portion of the Branford community through family and individual memberships, library pass discounts, military and senior discounts, and "CT Summer at the Museum" participation. Our ability to return to normal has been slowed by post-covid inflationary costs and loss of volunteer workforce.

Organization Name	Amount Requested	% Funding Recommended		Area of Service	Brief Summary of Request:
		Requested	Recommended		
The Connecticut Hospice, Inc.	\$75,000.00	\$50,000.00	67%	health	Connecticut Hospice (CIH) is requesting reimbursement for income loss associated with its inability to hold in-person fundraising events in 2021 and 2021 due to COVID restrictions. These events have a significant place in generating revenue to close the financial gap for non-reimbursed services and operational expenses.
The Cove Center for Grieving Children	\$5,000.00	\$5,000.00	100%	youth & family	The Cove Center for Grieving Children is requesting a grant to fund our free programs for grieving children and their families, including our Family Program. Our Family Program served 91 families in the fiscal year 2022-23, and we plan to increase the reach of our organization so that waitlisted families can also receive free grief support services.
Women & Family Life Center	\$25,000.00	\$25,000.00	100%	basic needs	Unfortunately, we have seen a loss in individual donations as well as a decrease in the available grant funding. At the same time, there has been a substantial increase in new people needing services, current participants requiring more, and individuals being unable to pay for the services they desperately need. To meet the needs of those we serve and the community, we removed the cost of all of the Center's services, and all staff were made full-time.
	\$534,369.00	\$395,000.00			
Shoreline Chamber of Commerce	\$35,000.00	Referred to Town			The ARPA review committee determined that the Shoreline Chamber of Commerce has experienced negative financial impact from COVID. The committee also determined, however, that the Chamber should not be considered for funding from the Town of Branford's allocation for charitable organizations. Instead, in consultation with Town leadership, we have referred your request to the Town of Branford for separate consideration.
Branford Village Foundation	\$10,000.00	\$0.00			Not recommended for funding.

DISTRIBUTION OF FUNDING RECOMMENDATIONS BY ISSUE AREA



FUND REQUESTED V. RECOMMENDED BY ISSUE AREA



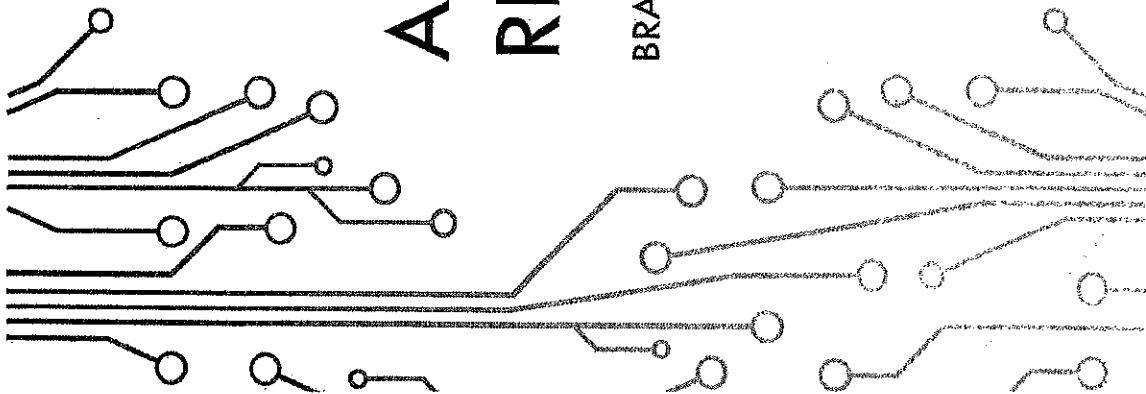
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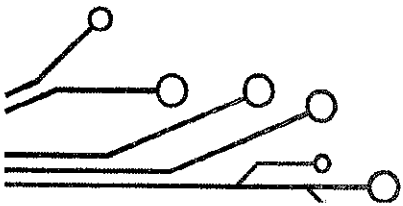
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BRANFORD TOWN CLERK

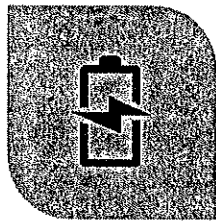
**ARPA FUNDING
RECOMMENDATIONS**

BRANFORD COMMUNITY FOUNDATION

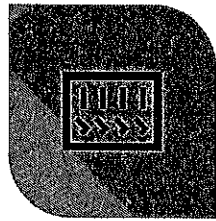




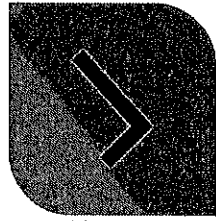
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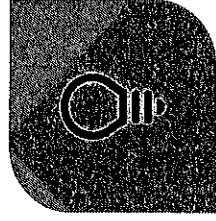
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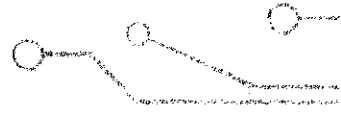
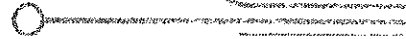
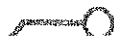
APPLICATION
PROCESS

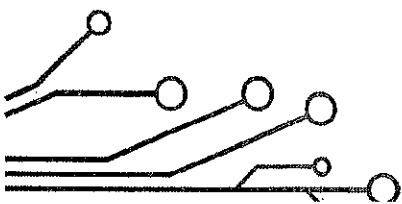


REVIEW PROCESS



RECOMMENDATIONS



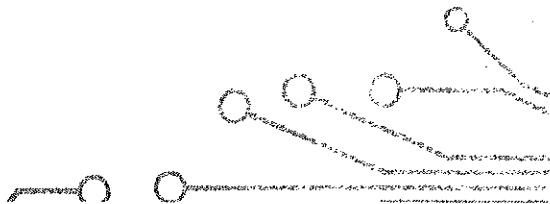


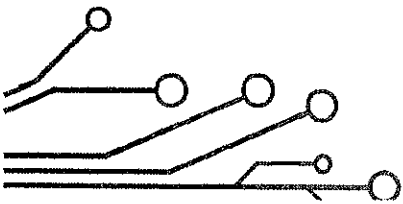
The mission of the Branford Community Foundation (BCF) is to improve the wellbeing of the Branford community by connecting people who care with causes that matter, now and for generations to come.



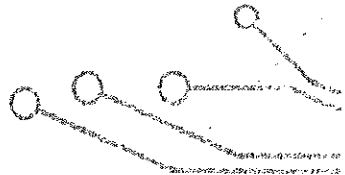
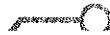
CHARGE

In 2020, during the height of COVID19, BCF raised \$206,000 from the community through a "Branford Has Heart" campaign to address the urgent needs caused by the pandemic. BCF distributed these funds through 33 grants to organizations serving the Branford community over the course of 13 months.





CHARGE

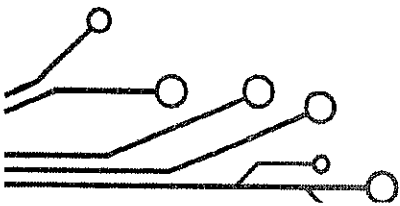


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In February 2023, the Town of Branford asked the Branford Community Foundation (BCF) to develop recommendations for distribution of an additional \$395,000 of American Rescue Plan Act (ARPA) funding to charitable organizations serving the Branford community.

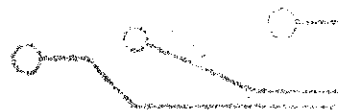
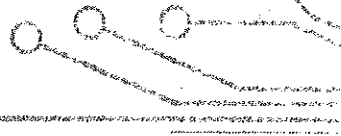
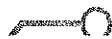


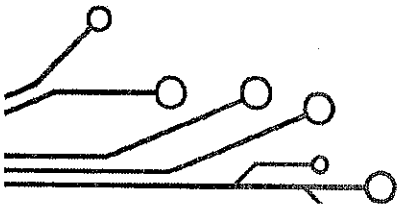


APPLICATION PROCESS

February to May 2023

- Identify ARPA requirements
- Hire consultant to ensure federal guidelines are followed
- Confirm funding priorities in partnership with Town leadership
- Name ARPA review committee, ensuring broad community representation
- Create unique application
- Establish timeline



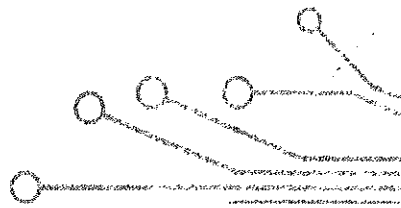


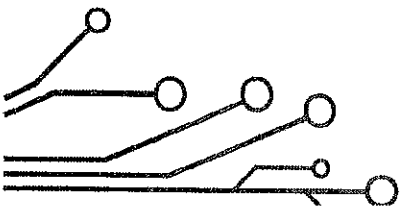
APPLICATION PROCESS

- Organization must demonstrate negative economic impact created or exacerbated by COVID19.
- Basic needs, including food insecurity, shelter, emergency financial assistance, childcare.
- Consider supporting organizations and populations that are disparately impacted and that BCF may not have previously supported.
- Mental health services, including prevention, intervention, and substance misuse.
- Programs that create joy in the Branford community.
- Child and youth development services.
- Strive for high impact in the Branford community.



FUNDING PRIORITIES





APPLICATION PROCESS

Board Members

- Amy Etzel (Cmte Chair)
- Stephanie Donegan Dietz (Board Chair)
- Kathleen Fox
- Heather Hackley
- Chuck Tiernan

Community Members

- Rita Berkson
- Peter Cimino
- Gretchen Dale
- David Etzel
- Margot Hardenbergh
- Rachel Sexton

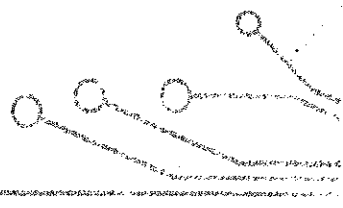
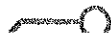


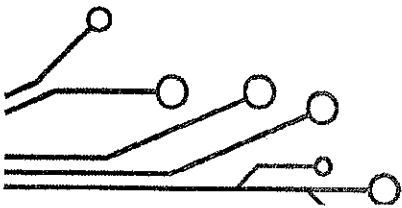
COMMITTEE

Staff (Non-Voting)

- Jennifer Mullett
- Liza Janssen Petra
- George Krivda (Consultant)

Skills/Experience Represented: Community service, business, education, financial, legal, health

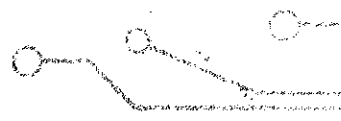
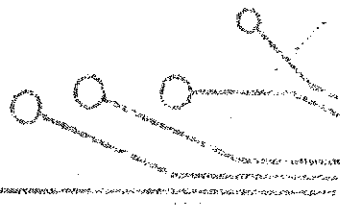


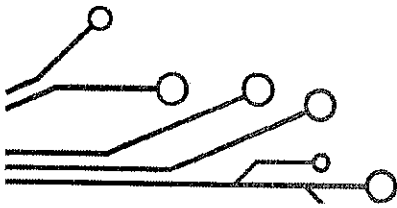


APPLICATION PROCESS

- **May 31, 2023** Public meeting targeting eligible charitable organizations serving the Branford community held at the Community House on (approximately 55 people in attendance).
- **May / June / July / August** Publicity regarding opportunity and deadline sent to local papers, through social media and email blasts.
- **June 28, 2023** Grantee workshop held June 28th at the Branford Fire Headquarters
- **September 8, 2023** Applications due

TIMELINE

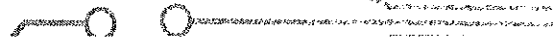




REVIEW PROCESS

SEPTEMBER –
NOVEMBER 2023

- ARPA Review Committee met 7 times for training, application review, and preparing recommendations.
- Each committee member completed a confidentially and conflict of interest policy form.
- ARPA Consultant reviewed each application for eligibility under federal guidelines, any enumerated uses of State and Local recovery funds, demonstrated negative economic impact created or exacerbated by COVID19, and whether the amount requested is reasonable proportional to the extent and harm experienced.
- Each committee member reviewed each application.
- Each application received a “Lead” and a “Second” for review. The lead and second provided an overview and initial recommendation for discussion.



- Budget \$395,000
- 27 applications received requesting a total of \$579,369 (range \$2,000 to \$75,000)
- 25 grants recommended for funding (total \$395,000)
- 16 grants recommended for full funding
- 7 grants recommended for partial funding
- 1 application referred back to town for funding through different process (application from an organization not deemed charitable but worthy of funding consideration).
- 1 application not recommended for funding.

RECOMMENDATIONS