



# Community Resource Center

*Building a stronger community through its volunteers and resources*

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## 2014 Annual Report to the Community

### **Investing in the Manchester Community Through Effective Programming**

Partnering with the United Way of Washtenaw County and IRS-certified volunteers, the Community Resource Center once again provided free income tax preparation to low income residents through the VITA program. Based on past performance the CRC was chosen to pilot the first Washtenaw County SCAN & GO option.

The number of participants served nearly doubled over the previous year because the CRC was able to manage its own schedule and resources, while utilizing the support of the United Way, the IRS and volunteers.

In all, twenty area households ranging from single, older adults to families with young children were assisted at the CRC during the 2014 tax season. The refunds received by these twenty local families totalled over twenty-one thousand dollars; tax dollars that will be reinvested in the Manchester community.

**\$21,420** The total amount of Federal and State tax dollars that were refunded for the 2014 tax year.

**\$8,813** - Total Property Tax Credits

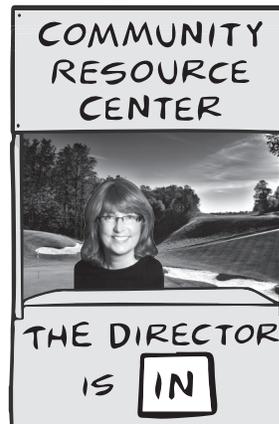
**\$1,072** - Total Earned Income Tax Credits (EITC)

**\$928** - Total Home Heating Credits

### **A Hand Up to Help Boost Savings**

The Community Resource Center witnessed a financial windfall for one client living on a limited income; her participation in the Volunteer Income Tax Assistance (VITA) program resulted in the discovery of unclaimed homestead property tax credits for the last three years totaling over \$3,400. This client had previously taken advantage of our seminar on money management and lived well within her means, but due to her limited income, is only able to save around \$1,000 a year. Had she not been encouraged to sign up for the VITA service at the CRC she would never have learned that renters also pay property tax, and with the help of knowledgeable tax preparers and good record keeping she was eligible to file for previous years not claimed. Her windfall refund will enable her to make important and necessary life changes in the years to come.

The client herself stated “The benevolence and spirit of the CRC is just unmatched in my own experience and I cannot imagine the past five years of my life without this vital resource.”



### **In This Issue**

- VITA Program
- Client Success Story
- Financials
- Food Pantry
- Nonprofit Roundtable
- Volunteers
- Community Partners

### **Save the Date!**

12th Annual Golf Outing -

*Saturday, June 6, 2015*

4th Non-profit Roundtable Discussion -

*September 2015*

28th Annual Volunteer Recognition Banquet -

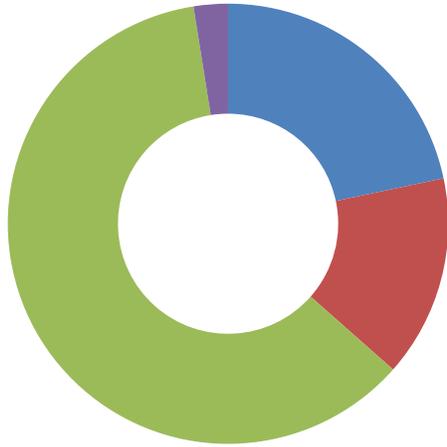
*Friday, November 6, 2015*

### **Mission Statement:**

*The mission of the Community Resource Center is to serve individuals and families in need by offering effective programs that improve their lives, promote volunteerism, and enhance the welfare of the Manchester community.*

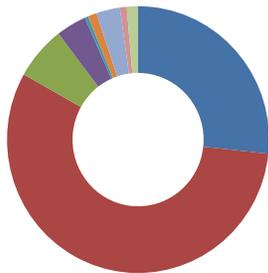
**Offering Effective Programs That Improve Lives**

## 2014 Financials



■ Contributions	\$21,575
■ Fundraising	\$14,754
■ Grants	\$60,640
■ Contracts	\$2,500

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■ Restricted Grants Paid	\$20,688
■ Personnel & Taxes	\$43,742
■ Rent & Utilities	\$5,024
■ Printing & Postage	\$2,895
■ Dues & Memberships	\$325
■ Insurance	\$844
■ Office Expenses	\$2,274
■ Technology	\$646
■ Travel/Trainings	\$1,071

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### The Year In Review

#### January

- CRC board members approve annual budget, review bylaws and board position job descriptions

#### February

- Record amount of heating assistance provided

#### March

- Volunteer Income Tax Assistance Program held

#### April

- Feeding the 5,000: over 750 pounds of pantry donations

#### May

- Presentation to local governments at SWWCOG

#### June

- 11th Annual CRC/MACC Fundraiser Golf Outing

#### July

- Washtenaw Coordinated Funding secured

#### August

- Dutch Strong yard sign sale begins at Street Festival

#### September

- First Nonprofit Roundtable discussion

#### October

- CROP Walk fundraiser to feed the hungry; Faith Community presentation

#### November

- 27th Annual Volunteer Recognition Banquet

#### December

- Significant donations received in response to Annual Appeal Letter

### Manchester Non-profits and Service Clubs Talk Collaboration

September 2014 marked the first roundtable discussion of the area's nonprofits and service clubs. Representatives shared their organizations' mission, goals, and ongoing projects then collectively identified the communities' needs and the groups' available resources.

As longtime projects were discussed, many realized an obvious duplication of programs and services, especially around the holiday season. Group leaders acknowledged the struggle to get adequate numbers of volunteers and financial support for their projects; it was easily understood that a collaboration of efforts would benefit all.

The attendees of the first meeting agreed to continue gathering at least three times per year. Future discussions will address unmet needs in the community by population and/or season, a common meeting & event calendar and partnership opportunities.

Together we can build a stronger community through service.

# 2014 Annual Report to the Community

## Thought For Food... Donating Pantry Items

Throughout the year the Community Resource Center gladly accepts donations of food and non-food items to redistribute in the food pantry.

However, there are a few basic guidelines to follow when selecting items to be sure the donation will be used by someone in need.

Acceptable donations include most items you would find on grocery store shelves. They include non-perishable food products; fresh produce from the market or garden; non-food items like toiletries, baby care products, pet foods, cleaning supplies and paper goods. Remember, all items must be in good condition, labeled and unopened. This includes non-food items too.

There are some things we can't accept here at the CRC food pantry. Those items include home-baked or home-canned food products; fresh eggs; bulk products that need repackaging; clothing, furniture and appliances, and household goods.

In addition, there are some items we will accept on behalf of other organizations. For example, unused trial-sized or hotel toiletries are collected here and given to Washtenaw County's homeless shelter, the Delonis Center. Clean, empty egg cartons are returned to Food Gatherers for reuse.

Donated items can be dropped off at the Community Resource Center during regular business hours or in the shopping cart at the Manchester Market.

Check our Web site, [www.manchestercrc.org](http://www.manchestercrc.org) for information on where to donate clothing, household goods, and other larger items.

## Volunteering: Who, What and Why

Community Resource Center volunteers brought a wide variety of experience, skill and commitment to their roles at the CRC. Their service to the community not only benefited those in need of assistance but it also strengthened their own self-worth.

A sampling of community volunteer representation during 2014 included:

- Retirees & working adults
- Scouts & service clubs
- Students & school groups
- Faith groups
- Business leaders & teams
- Artists & tradespeople
- Local community members

The work they accomplished included:

- Board membership
- Food pantry staffing
- Food pantry stocking & organizing
- Office assistance
- Employment & computer assistance
- Fundraising events
- Graphic arts & promotional pieces
- Community liaisons
- Web site updates
- Special projects

During 2014 volunteers contributed over 1,150 hours of service to the CRC. According to the most common source of volunteer standards, [independentsector.org](http://independentsector.org), the value of their time and talent is over \$26,000!

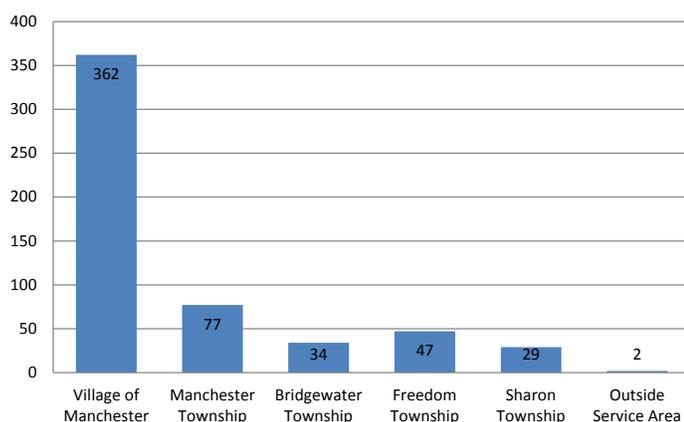
## CRC Food Pantry Income Guidelines

Food pantry eligibility is generally based on income guidelines set each year by the United States Department of Agriculture (USDA), most recently at 200% 2015 federal poverty level.

Household Size	Gross Monthly Income
1	\$1,962
2	\$2,655
3	\$3,348
4	\$4,042
5	\$4,735
additional member	+ \$692

No one goes hungry. For customers who are over income or live outside the Community Resource Center service area, the USDA still offers some basic foods including canned meats, vegetables, fruits and milk products.

CRC Food Pantry Visits by Area 2014



# 2014 Annual Report to the Community

## Community and Funding Partners

Washtenaw Coordinated Funders  
 United Way of Washtenaw County  
 Washtenaw County  
 Ann Arbor Area Community Foundation  
 Food Gatherers  
 Village of Manchester  
 Worth Repeating, Inc.  
 ITC Holdings, Inc.  
 Kiwanis Club of Manchester  
 Freedom Township  
 Church World Service (CROP Walk)  
 St. Joseph Mercy Chelsea  
 Bishops Storehouse  
 Manchester Community Schools  
 Manchester Wellness Coalition  
 Washtenaw County Office of Community & Economic Development  
 Washtenaw Health Plan  
 Michigan Dept. of Human Services  
 MSU Extension  
 Washtenaw Literacy  
 Women, Infant, Children Program  
 Manchester Family Service  
 Manchester Area Chamber of Commerce  
 Catholic Social Services  
 Manchester Market  
 Washtenaw County Michigan Works!  
 Area Churches and Civic Organizations  
 Local Businesses  
 ... and individuals like you!



**A United Way  
of Washtenaw County  
Funded Agency**



**Ann Arbor Area  
Community Foundation**

### Community Resource Center Board of Directors and Staff

Anita Herman *President*    Rev. Peter Harris *Vice-president*    Denise Walter *Treasurer*    Dr. Lamont Okey *Secretary*    Karen Berg    Edward Bragg    Carolyn Dyer  
 Jody Flowers    Susan Gistingier    Dianne Schwab  
 Laura Seyfried, Director    Rossie Hutchinson, Administrative Assistant

### Consider an Honorarium or Memorial Gift to the Community Resource Center

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone/Email: \_\_\_\_\_  
 In honor of: \_\_\_\_\_ or in memory of: \_\_\_\_\_  
 Send notification to Name: \_\_\_\_\_  
 Address: \_\_\_\_\_



Checks made payable to: Community Resource Center  
 Mail or deliver to: 410 City Road, PO Box 433, Manchester, MI 48158  
 (using your own envelope and stamp helps us save mailing costs)  
 Donate online at [www.manchestercrc.org](http://www.manchestercrc.org) with PayPal or major credit card.

**Thank you for your continuing support!**