Annual Report 2015 2016

Total Action for Progress
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WHAT DOES TOTAL ACTION FOR PROGRESS MEAN?

Last year, TAP celebrated its 50th anniversary, a milestone marked in our annual report by remembrances of our many outstanding accomplishments over a half-century of service. We emerged from our retrospective more invigorated, more optimistic, and more committed than ever to the themes of social justice, equality, compassion, renewal, and service to others that have run through each successive decade of our work. Now more than ever, we are called not only to stand against the tides of cynicism, disaffection, and disenfranchisement that threaten to overwhelm so many, but to actively nurture hope, celebrate diversity, acknowledge our common humanity, and lead by example.

For that is what this agency has always been about: action. For 51 years, we’ve advocated for inclusion, equality, and opportunity; designed programs to meet existing and emerging needs; supported our clients through hardships and celebrated their triumphs; and collaborated across the non-profit and for-profit sectors to craft strong and lasting partnerships. Building systems and support to eradicate one of the most intractable, enduring, and damaging societal problems is no small effort and one that no single agency or group will accomplish alone. It takes a commitment beyond one’s self, a belief that our nation becomes stronger and more vibrant when more of us participate meaningfully in our economy and our democracy. That belief binds us together and propels the action of this agency, driving us ever onward to, in the words of Tennyson, “…strive, to seek, to find, and never to yield.” To strive toward a goal larger than ourselves, to seek ways to broaden access to opportunity, to find new partners in our efforts, and never to yield in our optimism about what great things are possible.

Annette M. Lewis
President & CEO

Charlotte Moore
Board Chair
COMMITMENT TO VETERANS

Integrity. Honor. Service. Devotion. These are just some of the values implicit in the oath sworn by every member of the Armed Forces. Now it’s our privilege to serve them, with a commitment to give no less than the best of ourselves to those who have given us theirs.

A NEW BEGINNING FOR MATT

Upon graduating high school, Matt Kendrick began his eight-year career in the Army as a diesel mechanic. After he returned to Virginia, he found himself homeless, “lost, and depressed.” Upon hearing about a friend’s positive experience with TAP’s Veterans Program, Matt decided to check it out.

It wasn’t long before the program helped him find a job in mechanics at the local foundry—a perfect match. The position allows Matt to use his mechanical skills and stay on the move. “A desk job would drive me crazy,” he said. He quickly made a name for himself within the company by repairing invaluable equipment and getting the garage in working order.

TAP’s Veterans Program offers career services such as job placement, job training and development, career counseling, and résumé preparation. In addition, it refers participants to housing, medical centers, and transportation. Since coming to TAP, Matt has renewed confidence along with a career and an apartment. “I would absolutely recommend the Veterans Program,” he said, “I can’t imagine where I’d be without TAP.”
With only 3.5 staff members, TAP’s Supportive Services for Veteran Families program served 150 clients in six months—50 more than it was required to serve over the course of an entire year.

Since coming to TAP, Matt has renewed confidence, a career, and is no longer homeless.

72% of HOMELESS VETS we served are now employed.
Experiences quite literally shape our brains, influencing our decisions, behaviors, and habits. Knowing this, we challenge our students with new experiences, helping to build their grit, perseverance, and self-discipline.

Denashia Dunnaville, a former TAP Head Start student, was unsure about Project Discovery when her mother encouraged her to join. However, after spending some time in the program, she quickly saw the value of the opportunities it provides to students and encouraged her friends to join as well. “One thing that I thoroughly enjoy about Project Discovery is the fact that you do get to tour campus colleges for free. We went to a lot of campuses that I personally wouldn’t have gone to just because of my parents’ work schedule ...,” she said.

Denashia also enjoyed the volunteer opportunities made available through the program. As she explained, “I volunteered before I got to TAP, but they definitely helped as far as finding other stuff to volunteer with... it really got [me] more into the community. Some of the stuff I did I wouldn’t have done without being at TAP.”

As a result of hard work and participation in Project Discovery, Denashia was accepted to Virginia Tech where she plans to study political science and communication. She’s dedicated to continuing her volunteer work while at the university and is excited to find “something I can do there to push me even more forward.”
13 students received grants and scholarships totaling $515,153.

Denashia was accepted to Virginia Tech where she plans to study political science and communication.

100% of seniors in the program were accepted to college.
REFUGE FOR SURVIVORS

Home is meant to be the ultimate refuge, a place of protection in times of distress or danger. For some, though, home is the place of distress and danger. We re-establish a place of trust, safety, and security for victims of domestic violence, where they begin rebuilding their lives.

SAFETY FOR VERONICA

Having moved from California to Roanoke to escape domestic violence, Veronica Garcia found herself with no shelter and no support. She was over 2,000 miles from friends and family, including her three children who were living with her sister. Luckily, Veronica was referred to staff at TAP’s Domestic Violence Services (DVS) who helped Veronica move her children to Roanoke and the reunited family to TAP’s Transitional Living Center (TLC).

During her 11 months at the TLC, Veronica worked on financial, professional, and personal goals. After securing a house through Habitat for Humanity, she began participating in two TAP programs that helped her get on her feet. TAP’s Individual Development Accounts (IDA) program helped Veronica save money to start a business, PunkyBright, which allows her to bring in extra income on the weekends. She also completed TAP’s Certified Nurse Aide (CNA) program. After graduation, Veronica put her skills and knowledge to work for the very same program that first helped her get a new start: TAP DVS. She is eager to give back, help people, and change lives. When asked how TAP has changed her life, she said, “TAP took me from a homeless mother of three to a CNA, a homeowner, and a business owner with a future.”
This year, DVS responded to 571 domestic violence calls on its crisis hotline.

Veronica is eager to give back, help people, and change lives.

94% of clients served reported feeling safer after help from TAP DVS.
PATHS FOR ASPIRING ENTREPRENEURS

Bold optimism and a can-do spirit. Entrepreneurs embody these quintessentially American qualities, and their small businesses drive an important segment of our economy. As TAP began as a businessman’s wild idea, we know the value of imagination, innovation, and aspiration, and proudly foster and support those qualities in others.

SUPPORT FOR KATIE

“Being an acupuncturist was always a dream of mine, and I knew that I could support my family,” said Katie Clifton, owner of Queenpin Acupuncture. However, like any small business owner, she’s quick to recognize that it not only takes hard work, but substantial investment to grow a business.

Having owned her own acupuncture business for two years, Katie knew firsthand the importance of balancing financial responsibility with continuously increasing her clientele. Finding the right business loan was something she needed to approach with caution. “We’d had some success, but we knew we needed to spread the word,” she said. She had helped organize events to showcase her services, posted flyers around town, and made smart use of social media, but when she heard from a colleague that TAP’s Individual Development Account (IDA) program could help her save money to grow her business, she knew it was a good option for her.

Through the IDA program’s $8-to-$1 match, she was able to save the money she needed to invest in her future. “I would have had to take out business loans or take on credit card debt,” she said. “Without TAP, I would not be able to expand.”
Ten IDA participants secured long-term assets such as new homes, new or expanded businesses, or higher education.

Through the IDA program’s $8-to-$1 match, Katie was able to save the money she needed to invest in her future.

This year, TAP’s IDA program clients COLLECTIVELY SAVED $6,700
YEAR IN REVIEW

TAP served 5,702 individuals in the 2015-2016 year. Here are a few of their successes.

TAP’s VIRGINIA CARES PROGRAM has a re-employment rate of 8%, compared to the state rate of 27%.

In less than one year, 80% of TAP’s Training to Work program clients got jobs.

In TAP’s Young Adult Life Enhancement (YALE) program, 100% of seniors graduated high school and 100% of all YALE underclassmen stayed in school.

Families have lower energy bills thanks to TAP’s Weatherization program.

97% of TAP Head Start preschoolers are ready to learn to read by kindergarten.
87% of TAP’s Certified Nurse Aide graduates exited the program with jobs.

This year, TAP’s Tax Clinic returned $1,148,758 to local families.

87% of previously homeless families who enrolled in TAP’s Permanent Supportive Housing program now have homes.

81% of TAP YouthBuild students graduated with nationally recognized credentials.
TAKE ACTION

VOLUNTEER

JOIN OUR MISSION

Donate to our general fund to ensure that we have the resources to support the many programs that serve our community.

DONATE
If 100 people in each locality we serve donated $25, we could meet our goal of raising nearly $30,000 for TAP’s general fund. This fund allows us to match dollars on our federal grants and react quickly to the needs of the communities we serve.

To make a tax-deductible donation, visit tapintohope.org/donate.aspx.

Every volunteer hour worked is worth $23.56 to TAP. Individuals in all skill levels and fields are encouraged to apply.

To volunteer, visit tapintohope.org/volunteer.aspx.
FINANCIAL INFO

REVENUES
Grants ................................................................. $14,731,450
USDA ................................................................. 605,137
Program income ................................................. 1,086,956
Rental income ..................................................... 1,086,956
Other revenue ....................................................... 252,493
Local cash ............................................................... 220,105
Contributions ....................................................... 151,175
Interest ................................................................... 20,236
In kind ................................................................... 1,076,074
TOTAL SUPPORT & REVENUE .............. $18,213,851

EXPENSES
Program services .................................................. $16,378,631
Management & general ........................................ 1,514,867
Fundraising ............................................................. 403,950
Total supporting services ................................. 1,918,817
TOTAL EXPENSES BEFORE DEPRECIATION ....... $18,297,448

ASSETS
Current Assets
Cash & cash equivalents ........................................ $1,003,507
Grants receivable .................................................. 601,014
Other receivables ................................................... 1,441,030
Other assets ............................................................ 46,581
TOTAL CURRENT ASSETS ....................... $3,092,132
Property & Equipment-Net ............................... $25,333,809
Organization Costs-Net ....................................... 120,703
TOTAL ASSETS ........................................ $28,546,644

LIABILITIES
Current liabilities:
Accounts payable & accrued expenses ........... $833,310
Lines of credit ...................................................... 1,094,093
Current portion of notes payable ...................... 141,358
Annual leave ......................................................... 60,377
Deferred revenue ................................................. 1,049,321
TOTAL CURRENT LIABILITIES ................... $3,178,459
Long-Term Portion of Notes Payable ............... $5,947,293
TOTAL LIABILITIES .................................... $9,125,752

NET ASSETS
Unrestricted:
Controlling interests ........................................... $4,618,507
Non-controlling interests .................................. 14,802,385
TOTAL UNRESTRICTED NET ASSETS ... $19,420,892
TOTAL LIABILITIES & NET ASSETS ...... $28,546,644
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Head Start Advisory Committee

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Cleo Sims
Southern Christian Leadership Conference

Selena Walters
Head Start Policy Council

Lorena Taylor-Rollins Wilson
Roanoke Branch NAACP

Christine Williams
Hurt Park Neighborhood Alliance

ANNUAL REPORT 2015–2016 / 16
**HEAD START ANNUAL REPORT**

**ENROLLMENT**
- Funded enrollment................................................................. 997
- Average monthly enrollment .................................................. 99%
- Total number of children served........................................... 1,396
- Total number of families served............................................. 1,273
- Total number of pregnant women served............................ 99
- Eligible preschoolers served.................................................. 65%
- Eligible infants & toddlers served......................................... 11%

**PROGRAM DATA**
- Percentage of infants & toddlers who are up-to-date on their physicals........ 81%
- Percentage of preschoolers who are up-to-date on their physicals.............. 96%
- Percentage of infants & toddlers who received a dental exam................... 47%
- Percentage of preschoolers who received a dental exam.......................... 50%
- Percentage of preschoolers who are up-to-date with immunizations ......... 96%
- Percentage of infants & toddlers who are up-to-date with immunizations........ 84%

**Child Outcomes Related to School Readiness:**
- Percentage of four-year-olds meeting highest assessed level*

<table>
<thead>
<tr>
<th>School Readiness Skill</th>
<th>Fall 2015</th>
<th>Spring 2016</th>
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<tbody>
<tr>
<td>Social Emotional</td>
<td>63%</td>
<td>94%</td>
</tr>
<tr>
<td>Physical - Gross motor</td>
<td>66%</td>
<td>95%</td>
</tr>
<tr>
<td>Physical – Fine motor</td>
<td>77%</td>
<td>96%</td>
</tr>
<tr>
<td>Language</td>
<td>68%</td>
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<tr>
<td>Cognitive</td>
<td>67%</td>
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<tr>
<td>Literacy</td>
<td>70%</td>
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<tr>
<td>Mathematics</td>
<td>55%</td>
<td>93%</td>
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* According to Teaching Strategies GOLD assessments

**PREPARING CHILDREN FOR KINDERGARTEN**
- Infant/Toddler Curriculum ..................................................
- The Creative Curriculum for Infants, Toddlers, and Twos
- Preschool Curricula .........................................................
- The Creative Curriculum for Preschool and Tools of the Mind

**Transition to Kindergarten Activities**
- Guided observation of kindergarten classrooms by Head Start teachers
- Classroom field trips to elementary schools
- Transition to Kindergarten activity kits (containing children’s books & activities related to the transition) used in classrooms & during home visits
- Building Bridges Transition-to-Kindergarten Handbooks
- Summer activities calendar
- All About Me parent-kindergarten teacher information sheet
- PALS Pre-K assessment of children’s pre-reading skills
- Sharing information about rising kindergarteners with their future teachers
- Providing parent trainings on kindergarten readiness

**PARENTAL INVOLVEMENT ACTIVITIES**
- Building Families with Balance parent conference
- Home visits
- In-school conferences
- Parent support
- Parent meetings
- Policy Council

Number of children whose fathers participated in fatherhood involvement activities.............................................. 330
FUNDING SOURCES & AMOUNTS

HHS: Head Start & Early Head Start ........................................ $9,096,052
USDA: Head Start & Early Head Start ........................................ 574,887
Co-pays for Before and After Care (HS & EHS) ......................... $14,406
Child Care Block Grant .......................................................... 54,846
City of Salem ......................................................................... 21,000
Other income (including private donations) ............................... 1,750
Co-pays for Before & After Care ............................................ 14,406.27
TOTAL ............................................................................. $9,777,347.27

PROGRAM REVIEWS
• TAP Head Start’s last federal monitoring review was completed in March 2015 and had no deficiencies.

2015 16 PROPOSED BUDGET

Personnel ................................................ $6,053,294
Administrative ........................................... 1,069,095
Facilities .................................................... 971,236
Consumables Other .................................... 112,839
Contracts ................................................... 437,360
General Insurance ...................................... 75,500
Nutrition ................................................... 410,797
Training & Technical Assistance .................. 132,376
Transportation ........................................... 205,000
Staff Travel .............................................. 104,605
Supplies ................................................... 70,050
Parent Activities ....................................... 11,000
TOTAL ..................................................... $9,653,152

2015 16 ACTUAL

Personnel ................................................ $5,961,830
Administrative ........................................... 1,389,177
Facilities .................................................... 959,442
Consumables ............................................ 100,316
Contracts ................................................... 512,026
General Insurance ...................................... 5,087
Nutrition ................................................... 362,985
Training & Technical Assistance .................. 132,376
Transportation ........................................... 159,241
Supplies ................................................... 69,242
Staff Travel .............................................. 79,721
Parent Activities ....................................... 15,000
TOTAL ..................................................... $9,743,473
ENROLLMENT
Funded enrollment.................................................................148
Average monthly enrollment .............................................65%
Total number of children served........................................108
Total number of families served..........................................108

PROGRAM DATA
Percentage of infants & toddlers who are up-to-date on their physicals ...... 70%
Percentage of infants & toddlers who received a dental exam ................. 8%
Percentage of infants & toddlers who are up-to-date with immunizations ..................................... 82%

PREPARING CHILDREN FOR KINDERGARTEN
Curriculum Used
Infant/Toddler Curriculum .................................................. The Creative Curriculum for Infants, Toddlers, and Twos

FUNDING SOURCES & AMOUNTS
HHS: Early Head Start......................................................$5,666,916
United Way ................................................................. 24,000
TOTAL .......................................................... $5,690,916

PARENTAL INVOLVEMENT ACTIVITIES
• Building Families with Balance parent conference
• Home visits
• In-school conferences
• Parent support
• Parent meetings
• Policy Council

Number of children whose fathers participated in fatherhood involvement activities ........................................14

PROGRAM REVIEW
• During the assessment, minor corrections were suggested by the assessors. These corrections were made immediately.
## 2015 16 PROPOSED BUDGET

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<th>Category</th>
<th>Amount</th>
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## 2015 16 ACTUAL

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<td>Supplies</td>
<td>$69,242</td>
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<td><strong>TOTAL</strong></td>
<td><strong>$2,575,061</strong></td>
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Donations to Total Action for Progress go toward supporting our mission and make it possible for us to be innovative in responding to the needs of the community.

Thank you to the following corporate and individual donors for making a difference in the lives of the people that TAP serves.

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St. John’s Episcopal Church
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Anita Ollie
Latecia Pannell
Melinda Payne
Clara Paynter
Aaron Penn
Angela Penn
Courtney A. Penn
Hannah Phillips
Eric Plogger
Sandra Pratt
Anita Price
Charles Price
Sam Rasoul
Corey Raucheisen
Tamara Rawlings
Diane Reynolds
Keith Rickoff
Charlie Robbins
Frank Rogers
Court G. Rosen
Walter I. Rutherford
Shaquan Sanderson
Jennifer Schoffstall
Owen Schultz

James Schuyler
Rick & Tara Sheets
Cleo Sims
Edward M. Smith
Patricia Smith
Arnold Speaks
Tammy–Lee St. Clair
Melissa Stanley
Lance & Julie Sutherland
Kori Swillinger
Franklin Sykes
Sharon Thacker
Debra Thomas
David Trinkle
Justin E. True
Alan Turner
Tyler Vance
Karen Vest
Michael M. Waldvogel
Selena Walters
E. Welch
Barry Weston
Kelly Whitmer
W. Lee Wilhelm, III
John Wilkes
Christine Williams
John Williamson
David C. Willis
Rita Willis
Elizabeth Wilmer
Lorena T. Wilson
Stephanie Wilson
Thomas M. Winn
Melissa Woodson
Harriet Woodward
Cooper Youell
Serwan Zangana

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HOPE FEST

On July 2, 2016, TAP proudly presented “Hope Fest,” a music festival and independence holiday celebration. Featuring music from three great bands as well as craft, food, and beverage vendors, fun activities for kids, and a tribute to the troops, this unique event brought over 1,500 people from all walks of life together for one night of music and fun.

J Plunky Branch  
Tribute to the Troops  
Look Homeward
GEORGE CLINTON & PARLIAMENT FUNKADELIC
Headliner at TAP Hope Fest 2016