

Carmelite Ministry of St. Teresa Summary Report

Information about the Applicant

The Carmelite Ministry of St. Teresa (CMST) is a non-profit ministry of the Carmelite Sisters of the Divine Heart of Jesus Northern Province. The Sisters have served residents of Wauwatosa and the surrounding community for more than 100 years. In 2017, the Sisters launched an extensive community needs assessment which identified a gap in local services for individuals with intellectual and developmental disabilities. The Sisters established the CMST to address this need. In 2018, our remodeled facility opened and began welcoming both community members and full-time residents.

For the past two years CMST has met a variety of challenges presented by the COVID-19 pandemic. Our residence was required to suspend admission of new residents for over a year. Community based programs were also suspended in order to protect our residents who are considered high risk for COVID.

The Mission of the Carmelite Ministry of St. Teresa (CMST) is to empower people with intellectual and developmental disabilities (IDD) to achieve their highest God given potential. We accomplish our mission through our programming which includes: high quality family style residential living for women and community based education and enrichment programming.

Statement of Need

This proposal seeks your investment of \$10,000.00 to support our education programming as well as it's expansion. We are thankful for the invitation by Wispect to apply for funding, and believe our project is well aligned with two of your funding priorities: 1) Education & Recreation AND 2) Expansion of current services. CMST educational programs are offered seven days a week with an emphasis on activities in the evenings and on the weekends. Programming is also provided during the week day. Both residents and IDD members of the broader community are welcome to participate in programming. Limited spaces are also available for family and community participation. The inclusion of family and community members is intentional and is designed to help reduce negative stereotypes, build new friendships and facilitate socialization. Persons with a defined IDD constitute 50% or more of program participants.

Project Goals and Expected Benefits

There are two primary goals for this project: 1) empowerment of persons with IDD's to live at their highest level of independence, and 2) create a more inclusive community. CMST achieves these goals through the following outcomes:

1. Offering evening and weekend programming for IDD persons, including: independent living skills, basic meal preparation, physical fitness & recreation, arts & crafts, basic math, music class and other specialty workshops.
2. Offering activities and courses at days and times when other providers do not, or there is limited activity, including on weekends.
3. Offering opportunities for family and community members to participate in activities and special social events in order to facilitate friendships, reduce negative stereotypes and foster greater community integration.
4. Expand access and participation in programming through a community outreach effort designed to highlight available classes and promote opportunities for IDD members of SE Wisconsin.

Project Implementation Plan

This project will be directly overseen by the CMST Business Manager, who is experienced in grant management and our program operations. The project will take place between December 1, 2022 through June 30, 2023. The community outreach component of the program occur at the same time as the educational programming. (ie, A series of announcements and media alerts will inform the public of program opportunities over each of the coming months). Educational courses are scheduled in advance, at least a month ahead. Instructors include CMST staff and community volunteers or expert instructors.

The outreach portion of this grant request will include: 1) a direct mail flyer announcing course offerings and providing registration instructions, 2) website and social media updates announcing upcoming classes and registration opportunities, 3) radio and television public service announcements highlighting classes, benefits and opportunities to participate.

Finally a newsletter showcasing outcomes from the classes and announcing upcoming classes will also be distributed. We conservatively estimate achieving up to 25,000 media impressions throughout the campaign.

Evaluation Plan

The success of this project will be measured based on: 1) total number of educational courses offered, 2) number of participants, 3) number of community participants, 4) class evaluations and feedback from both participants and community members, including personal testimonials.

Budget

The following expenses are associated with this grant request:

EXPENSE

Workshop/Teacher Stipends	\$2,000.00
Supplies	\$1,400.00
Transportation	\$1,150.00
Direct Mail Flyer	\$3,450.00
Radio/TV Feature Segment	\$2,000.00
Total	\$10,000.00

Our program budget includes the following expenses:

Workshop/Teacher Stipends – Ranging from \$100 to \$250 for our educational class instructors. Typical courses are 1 to 3 hours in length and include a range of topics (see Project Goals, Outcomes #1).

Directly relates to educational classes.

Supplies – including office supplies, arts & crafts materials, cooking supplies, books, instructional texts and workbooks. Directly relates to educational classes.

Transportation – includes transportation assistance provided to IDD persons within the community (non-resident) who wish to attend classes. Generally limited to a 20 mile radius. Includes gas & mileage expenses. Directly relates to educational classes.

Direct Mail Flyer – includes design of a print flyer for direct mail distribution throughout SE Wisconsin. Flyers include detailed information about upcoming courses, dates, times and how to register. Directly relates to expansion of programming.

Radio/TV Segment – includes community announcement programming designed to highlight the benefits of CMST educational classes, class dates, times and instructions on how to register. Fees are considered non-profit underwriting and are not advertising fees. Directly relates to expansion of programming.

Staff Recommendation

The Grant application can be approved with a slight amendment to the requested amount. The grant cannot be applied toward the workshop/teacher stipends detailed as \$2,000.00 of the budget for the grant. This can be approved in the amount of \$8,000.00