

AGENDA COMMUNITY SERVICES COMMITTEE

**Regular Meeting
Wednesday, October 22, 2014
9:30 A.M.**

**Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637**

AGENDA DESCRIPTION: The agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Community Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. COMMITTEE BUSINESS

A. 2015 Community Services Grant Program

RECOMMENDED ACTION: Review eligible grant applications received for the 2015 Community Services Grant Program, receive applicant presentations, and conduct follow-up interviews.

B. 2014 Community Services Grant Program Recipients' Site Evaluations

RECOMMENDED ACTION: Receive reports from Committee members who participated in recent on-site site evaluations of 2014 Community Services Grant Program recipients.

IV. COMMITTEE MEMBER COMMENTS

V. PUBLIC COMMENTS

VI. ADJOURN

The next adjourned regular meeting of the Community Services Committee will be at 9:30 a.m. on October 29, 2014 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The Community Services Committee agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the Community Services Committee meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

I declare under penalty of perjury that I posted this notice of agenda at the locations designated by Resolution 02-33.

10-17-14
Date

As for Anna Sanchez
Anna Sanchez, Acting City Clerk

RECAP COMMUNITY SERVICES COMMITTEE

**REGULAR MEETING
August 27, 2014
9:30 A.M.**

**Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637**

I. CALL TO ORDER

Chair Oakes called to order at 9:33 am.

II. ROLL CALL

Present: Oakes, Brians, Gorman, Levine, Portlock, Sheppard, Singer, Unatin
Absent: Rhodes

III. COMMITTEE BUSINESS

A. 2014 Community Services Grant Program Recipients' Quarterly Reports

The Committee reviewed the second quarterly reports from the 2014 Community Services Grant Program recipients.

B. 2015 Community Services Grant Program

Community Services Manager Foley reviewed Administrative Policy 2.8, as modified by the City Council on August 20, 2014, with the Committee.

C. Committee Meeting Schedule

The Committee voted unanimously to schedule an adjourned regular meeting of the Community Services Committee for 9:30 a.m. on October 29, 2014 at Laguna Woods City Hall, 24264 El Toro Road, Laguna

Woods, CA 92637 for purposes including Community Services Grant Program funding recommendations. The October 29, 2014 meeting is in addition to the Committee's regular meeting on October 22, 2014.

IV. COMMITTEE MEMBER COMMENTS – None

V. PUBLIC COMMENTS – None

VI. ADJOURN

The meeting was adjourned at 10:30 a.m.

The next regular meeting of the Community Services Committee will be at 9:30 a.m. on September 24, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

City of Laguna Woods Agenda Report

DATE: October 22, 2014
Community Services Committee Meeting

TO: Honorable Chair and Committee Members

FROM: Patrick Foley, Community Services Manager

AGENDA ITEM: 2015 Community Services Grant Program

Recommended Action

Review eligible grant applications received for the 2015 Community Services Grant Program, receive applicant presentations, and conduct follow-up interviews.

Background

The annual Community Services Grant Program was initiated in Fiscal Year 2000-01. Since then, over \$1.5 million dollars in zero-match grants have been awarded to nonprofit organizations that provide social and other services to city residents.

The City's budget policy states that, annually, "the City should allocate an amount of money for the competitive community services grant program for not-for-profit organizations that provide services to residents." The Fiscal Year 2014-15 budget includes community services grant funding in the amount of \$150,000.

Pursuant to Administrative Policy 2.8, which sets forth the City Council-approved policies with respect to the Community Services Grant Program, the Community Services Committee ("Committee") is responsible for all of the following activities prior to the award of grants by the City Council:

- Reviewing eligible grant applications
- Receiving applicant presentations and conducting follow-up interviews; and,
- Making grant award recommendations to the City Council.

Also pursuant to Administrative Policy 2.8, the Committee must seek to maximize public value in its recommendations to the City Council and must, at a minimum, consider all of the following, in the fulfillment of its responsibilities:

- The nonprofit status of the organization;
- The number of Laguna Woods residents directly or indirectly benefited;
- The scope and extent to which one or more public needs is advanced;
- The amount of the request, including administrative overhead ratios;
- The manners in which effectiveness and outcomes can be evaluated;
- The potential for exposure of the City to liability or other legal concerns; and
- Conformance with the provisions of this administrative policy.

The City Council has established funding priorities for the Community Services Grant Program to help prospective applicants prepare responsive grant applications that focus on areas of significant need within Laguna Woods. Social services (e.g., health, safety, crisis, mobility, disabled, and financial assistance programs for older adults) are assigned the highest priority, followed by transportation services (e.g., disabled, golf cart, alternative vehicle, connective, shuttle, bus, and driver training programs for older adults) and other services (e.g., arts and recreation). Neither the Committee nor the City Council are in any way limited by these priorities when making recommendations or taking other actions.

Discussion

To ensure that there are multiple opportunities for public input, beginning with the 2015 Community Services Grant Program, the Committee will meet at least twice in open and publically noticed meetings to conduct its activities prior to the award of grants by the City Council. Today's meeting is the first meeting and is being held to review eligible grant applications (Attachments A-M and available on the City's website at www.lagunawoodscity.org); receive applicant presentations; and, conduct follow-up interviews. The second meeting is scheduled for Wednesday, October 29, 2014 at 9:30 a.m. and will include consideration of the Committee's grant award recommendations to the City Council.

Applicant presentations at today's meeting will occur in an order drawn at random with each applicant allotted a maximum of five (5) minutes per grant application. Committee members, the general public, and City staff will have an opportunity to ask follow-up questions after each presentation. Public comments will also be heard on any subject related to the 2015 Community Services Grant Program.

Grant Applications Received

The application period for the 2015 Community Services Grant Program began on August 29, 2014 and concluded on October 13, 2014. The City received a total of 13 grant applications from 11 non-profit organizations as shown in Table 1.

Table 1: Grant Application Summary

Social Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
I	Age Well Senior Services, Inc. <i>Florence Sylvester Memorial Senior Center</i>	\$ 30,000
II	Age Well Senior Services, Inc. <i>South County Adult Day Services</i>	\$ 22,500
III	Braille Institute Orange County <i>Laguna Woods Community Outreach Program</i>	\$ 20,000
IV	Dayle McIntosh Center for the Disabled <i>Aging Well with a Disability</i>	\$ 18,000
V	The Foundation of Laguna Woods Village <i>N/A</i>	\$ 15,000
VI	Laura's House <i>Project to End Abuse in Later Life</i>	\$ 5,000
VII	The Roxanna Todd Hodges Foundation <i>Stroke Prevention and Free Screenings</i>	\$ 5,000
VIII	Saddleback Memorial Foundation <i>Distress Screening and Follow-up System</i>	\$ 15,000
IX	South County Outreach <i>South County Outreach</i>	\$ 20,000
X	Trauma Intervention Programs, Inc. <i>TIP Liaison Program</i>	\$ 5,000
TOTAL SOCIAL SERVICES:		\$ 155,500
Transportation Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
XI	Age Well Senior Services, Inc. <i>Transportation</i>	\$ 22,500
TOTAL TRANSPORTATION SERVICES:		\$ 22,500
Other Services		
#	<i>Applicant and Proposed Project Title</i>	<i>Amount Requested</i>
XII	Laguna Canyon Foundation <i>Enhancing Opportunities for Public Enjoyment of Orange County's Wilderness Areas</i>	\$ 15,000
XIII	Saddleback College Foundation <i>Saddleback College Performing Arts Concerts</i>	\$ 6,500
TOTAL OTHER SERVICES:		\$ 21,500
TOTAL ALL GRANT APPLICATIONS:		\$ 199,500

Applicant Eligibility

City staff has conducted an initial review and found that all applicants are eligible to be awarded funding from the Community Services Grant Program pursuant to Administrative Policy 2.8. Eligibility was evaluated using the following criteria:

*Is the organization recognized as a tax-exempt organization under Section 501(c)3 of the Internal Revenue Code? (“**1**”)*

*Does the organization provides social services, transportation services, or other services that contribute to the quality of life for Laguna Woods residents? (“**2**”)*

*Does the organization propose activities whose principal purpose or objective is the dissemination of religious or political views or advocacy? (“**3**”)*

Table 2: Eligibility Determination – Initial Review

Applicant	1	2	3
Age Well Senior Services, Inc.	✓	✓	No
Braille Institute Orange County	✓	✓	No
Dayle McIntosh Center for the Disabled	✓	✓	No
Laguna Canyon Foundation	✓	✓	No
The Foundation of Laguna Woods Village	✓	✓	No
Laura’s House	✓	✓	No
The Roxanna Todd Hodges Foundation	✓	✓	No
Saddleback College Foundation	✓	✓	No
Saddleback Memorial Foundation	✓	✓	No
South County Outreach	✓	✓	No
Trauma Intervention Programs, Inc.	✓	✓	No

Please note that pursuant to Administrative Policy 2.8, “Committee members who serve on the board of directors for any applicant shall not participate in or use their official position to influence the Committee’s responsibilities... with respect to the subject organization.” Based on a review of the board of directors rosters submitted by each applicant, Committee Members Brians and Levine serve on the Board of Directors for The Foundation of Laguna Woods Village and may not participate in consideration of that organization’s grant application.

Fiscal Impact

The recommended action can be accommodated in the City's current year budget.

The City's Fiscal Year 2014-15 budget includes an allocation of \$150,000 for the 2015 Community Services Grant Program.

Conclusion

The Community Services Committee is responsible for a variety of activities related to the Community Services Grant Program, in order to help maximize the beneficial services provided to Laguna Woods residents by grant recipients.

- Attachments:
- A – Grant Application, Age Well Senior Services, Inc. (I)
 - B – Grant Application, Age Well Senior Services, Inc. (II)
 - C – Grant Application, Braille Institute Orange County (III)
 - D – Grant Application, Dayle McIntosh Center for the Disabled (IV)
 - E – Grant Application, The Foundation of Laguna Woods Village (V)
 - F – Grant Application, Laura's House (VI)
 - G – Grant Application, The Roxanna Todd Hodges Foundation (VII)
 - H – Grant Application, Saddleback Memorial Foundation (VIII)
 - I – Grant Application, South County Outreach (IX)
 - J – Grant Application, Trauma Intervention Programs, Inc. (X)
 - K – Grant Application, Age Well Senior Services, Inc. (XI)
 - L – Grant Application, Laguna Canyon Foundation (XII)
 - M – Grant Application, Saddleback College Foundation (XIII)

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ITEM III-A – Attachment A

Grant Application, Age Well Senior Services, Inc. (I)

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RECEIVED

OCT 02 2014

City Clerk
City of Laguna Woods

**City of Laguna Woods
2015 Community Services Grant Program
Application Form**

Application Deadline: Monday, October 13, 2014 – 2 P.M.

SUBMIT 15 COPIES TO:

**City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office**

*Applications must be received no later than the published application deadline.
Applications postmarked before the deadline, but not actually received
by the City prior to the deadline, will not be accepted.*

ATTACH ADDITIONAL PAGES IF NECESSARY.

PLEASE MARK FIELDS THAT ARE NOT APPLICABLE AS "N/A."

1. Name of Organization (APPLICANT): Age Well Senior Services, Inc.

2. Street Address (FOR MAILING/NO P.O. BOXES): 24300 El Toro Road, Bldg. A, Suite 2000

3. City, State, ZIP Code: Laguna Woods, CA 92637

4. Website Address: www.myagewell.org

5. Federal Tax Identification Number: 93-1163563

6. Primary Contact Name: Dr. Marilyn L. Ditty

7. Title: Chief Executive Officer

8. Telephone Number: (949) 855-8033

9. Email Address: mditty@myagewell.org

10. Organization's Mission and Purpose: Age Well Senior Services (AWSS) program's
goals and objectives are to provide resources for older adults to promote their
vitality and support their independence.

SR. (#1)
CENTER

11. Date Organization was Incorporated as a 501(c)3: 1975

IRS Determination Letter: Please note that a copy of the organization's determination letter from the Internal Revenue Service (IRS) verifying that the organization is recognized as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code must be attached to this application form.

Articles of Incorporation: Please note that a copy of the organization's current Articles of Incorporation must be attached to this application form.

Board of Directors Roster: Please note that a copy of the organization's current Board of Directors roster must be attached to this application form.

12. Proposed Program Title: Florence Sylvester Memorial Senior Center

13. Grant Amount Requested: \$ 30,000

14. Type of Proposed Program: Social Services (highest priority)
 Transportation (second highest priority)
 Other (third highest priority)

15. Description of the Proposed Program: Seniors residing in the

City of Laguna Woods, who are aging in place, have constant,
changing needs, causing them to become socially isolated
and malnourished. These needs will be met with consistent,
ongoing community outreach to the isolated and homebound
seniors and frail elderly, providing them with information
referrals, and direct services, especially congregate meals
and meals-on-wheels.

16. Please describe the goals and objectives of the proposed program.

Goal 1: To provide activities, programs, and congregate meals for seniors at the Florence Sylvester Memorial Senior Center
Objective: Seniors prevent social isolation and malnutrition and delay premature institutionalization

Goal 2: To deliver Meals-on-Wheels to Laguna Woods residents
Objective: Homebound seniors are delivered balanced meals to regain or maintain strength, prevent and/or delay institutionalization

Goal 3: To reduce disability risks and improve self-management of chronic illness through participation in the Wellness Program
Objective: Seniors improve performance of daily activities and are empowered to improve their quality of life

17. Please describe the need within Laguna Woods that would be met by the proposed program, including any quantifiable evidence to substantiate the need.

For Fiscal Year 2013-2014 (July 1, 2013-June 30, 2014)

FSMSC served 93,088 meals-on-wheels to 421 unduplicated persons. Of the 421, 68% (285) were age 80+ with 40% (113) of the 285, age 90+. These persons are homebound, frail, low-income seniors, who are a high nutrition risk.

FSMSC served 16,484 congregate meals to 289 unduplicated persons. Of the 289, 55% (160) were age 80+ with 29% (47) of the 160, age 90+. These persons are in need of socialization and the congregate meal program affords them the opportunity to mingle with their peers and friends and participate before and/or after lunch in programs/events.

18. Is the proposed program a new or existing program? New Existing

19. If new, how many Laguna Woods residents would be served if the proposed program was funded?

20. Proposed: _____

21. If existing, how many Laguna Woods residents are currently being served by the program and how many would be served if the proposed program was funded?

22. Current: 2,600 23. Proposed: 2,600

24. Would the organization intend to continue the proposed program beyond the term of the grant or is the proposed program limited-term in nature?

Florence Sylvester Memorial Senior Center intends to
continue the proposed program

25. Please describe the target population for the proposed program, including any prerequisites, preconditions, or other qualifying factors for participation.

Seniors 60+ who reside in the City of Laguna Woods

26. Please describe how the organization would publicize and promote the proposed program in order to reach the target population.

FSMSC broadcasts bi-weekly on Channel 6 (Leisure World Cable TV)
The FSMSC monthly activities calendar and quarterly newsletter
are posted on the AWSS website and available at the Center.
Volunteer drivers for the Meals-on-Wheels program distribute
fliers and newsletters to homebound participants and are
encouraged to share with neighbors. Fliers and materials
are available in physicians offices.

27. Please describe any costs for residents to participate in the proposed program.

The congregate and meal-on-wheels programs are on a
donation basis.
Specialized classes may require a nominal fee.

28. Please identify the location(s) where the proposed program would occur.

Florence Sylvester Memorial Senior Center-23721 Moulton
Parkway, Laguna Hills, CA 92653

30. What experience does the organization have in providing services similar to the proposed program, and over what period of time?

Age Well Senior Services has been providing programs and
services to seniors 60+ since 1975. The FSMSC was built
in 1999 with several key staff continuing their roles in
serving the seniors (residents of Laguna Woods).

31. Please describe the type, experience, and qualifications of the personnel (including paid staff, independent contractors, and volunteers) who would implement and be involved in the provision of services for the proposed program.

Director, Site Manager, Case Manager/Health and Wellness
Coordinator, Maintenance Manager, Meals-on-Wheels Manger,
and Assistant.

Most of the staff have been with the center for at least
10 years or more and know many of the residents and their
needs.

FSMSC currently has 250+ active volunteers who deliver
Meals-on-Wheels, serve congregate meals, and are active in
the Center.

Required Attachments:

- IRS Determination Letter (see page 2)
- Articles of Incorporation (see page 2)
- Board of Directors Roster (see page 2)
- Proposed Program Effectiveness (see Attachment "A"; page 9)
- Proposed Program Budget (see Attachment "B"; pages 10-12)

Application Deadline: Monday, October 13, 2014 – 2 P.M.

SUBMIT 15 COPIES TO:

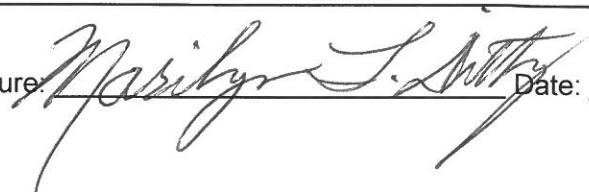
**City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office**

*Applications must be received no later than the published application deadline.
Applications postmarked before the deadline, but not actually received
by the City prior to the deadline, will not be accepted.*

I, the undersigned, hereby certify in my capacity as an authorized agent for the organization for which this application form is submitted, that the information contained on this application form, including on all attachments and supporting material, is true and correct to the best of my knowledge. I further acknowledge that I have received, read, understand, and agree to comply with the information contained in City of Laguna Woods Administrative Policy 2.8, pertaining to the Community Services Grants Program (approved August 20, 2014).

Authorized Agent's Name: Dr. Marilyn L. Ditty

Authorized Agent's Title: Chief Executive Officer

Authorized Agent's Signature:  Date: 9/30/14

ATTACHMENT "A"
PROPOSED PROGRAM EFFECTIVENESS

A.1. How would the success of the proposed program be measured? Please correlate the proposed program's goals to quantifiable results/outcomes.

Program Goals	Program Results/Outcomes
Provide Laguna Woods residents activities, programs, and congregate meals from January 1-December 31, 2015	1. Provided 2,600 residents activities and programs 2. Served 15,173 congregate meals to 280 unduplicated residents
Provide homebound, Laguna Woods residents meals-on-wheels	Volunteers delivered 89,736 meals from the FSMSC to 400 unduplicated residents

ATTACHMENT "B"
PROPOSED PROGRAM BUDGET

B.1. Please identify any other anticipated sources of funding for the proposed program over the term of the 2015 Community Services Grant Program (CY 2015).

Jack Sylvester Fund: \$45,000

City of Laguna Woods: \$30,000

Fundraising: \$187,289

B.2. Please complete the following table. Total "City Grant Revenues" should equal the total grant amount requested (see #13 on page 2 of the application form).

		Revenues	
Direct Costs	Expenditures	City Grant	Other Sources
Salaries & Benefits	194,486	30,000	164,486
Contract Services	6,790		6,790
Supplies/Equipment			
Postage/Printing			
Rental of Space/Equipment			
Other	26,801		26,801
		Revenues	
Indirect Costs	Expenditures	City Grant	Other Sources
Administrative Support/Overhead	34,212		34,212
Other			
		Revenues	
	Expenditures	City Grant	Other Sources
TOTAL	262,289	30,000	232,289

B.3. Please explain what each direct and indirect cost consists of.

B.4. Salaries/Benefits: Senior Center Director: 57,260

Site Manager: 21,077

Health & Wellness Coordinator: 28,019

Support Staff/Maintenance: 54,094

Benefits 21%: 34,036

B.5. Contract Services: \$6,790

B.6. Supplies/Equipment: _____

B.7. Postage/Printing: _____

B.8. Rental of Space/Equipment: _____

B.9. Other Direct Costs: Utilities & Telephone: \$901

Insurance: \$1,200

Supplies, Repairs & Maintenance: \$23,000

Payroll Processing: \$1,200

Legal Fees: \$500

B.10. Administrative Support/Overhead: 15%: 34,212

B.11. Other Indirect Costs: _____

ATTACHMENTS

IRS DETERMINATION LETTER
ARTICLES OF INCORPORATION
BOARD OF DIRECTORS ROSTER



IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077552422
Jan. 27, 2010 LTR 4168C 0
93-1163563 000000 00

00034621
BODC: TE

AGE WELL SENIOR SERVICES INC
% DR MARILYN L DITTY EX DIR
24300 EL TORO RD BLDG A 2000
LAGUNA WOODS CA 92637-2737



004418

Employer Identification Number: 93-1163563
Person to Contact: Mr. R. Molloy
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 06, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in October 1999.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION
OF
SOUTH COUNTY SENIOR SERVICES, INC.

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

NOV 30 2009

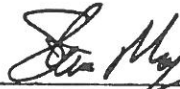
The undersigned certify:

1. They are the President and the Secretary, respectively, of South County Senior Services, Inc., a California corporation.
2. Article I of the Articles of Incorporation of this corporation is amended to read as follows:

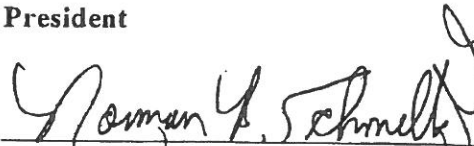
"The name of this corporation shall be Age Well Senior Services, Inc."
3. The foregoing Amendment has been duly approved by the Board of Directors.
4. That the Amendment was approved by the required vote of the members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Dated: November 24, 2009



STEVE MOYER
President



NORMAN B. SCHMELTZER, III
Secretary



A481487

ENDORSED
FILED
in the office of the Secretary of State
of the State of California

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

SEP 16 1996

Bill Jones
BILL JONES, Secretary of State

The undersigned certify that:

1. They are president and secretary, respectively, of SOUTH COUNTY SENIOR SERVICES, INC., a California corporation.

2. Article VI, of the Articles of Incorporation of this corporation is amended to read as follows:

The property of this Corporation is irrevocable, dedicated to charitable purposes only and no part of the net income or assets of this organization shall ever inure to the benefit of any Director, Officer, or member thereof or to the benefit of any private individual. Upon the dissolution of winding up of the corporation, its assets remaining after payment of, or provisions for payment, of all debts and liabilities of this Corporation, shall be distributed to a nonprofit foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.

3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors.

4. The foregoing amendment of Articles of Incorporation has been duly approved by the required vote of the members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date: Sept 6, 1996

Ralph Klaasen

Ralph Klaasen, President

Pauline Leonard

Pauline Leonard, Secretary

1756287 COPY

ENDORSED
FILED

In the office of the Secretary of State
of the State of California

ARTICLES OF INCORPORATION

OF

SOUTH COUNTY SENIOR SERVICES, INC.

JAN - 5 1995

Bill Jones
BILL JONES, Secretary of State

- I -

The name of this corporation shall be South County Senior Services, Inc.

- II -

(A) This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for Charitable purposes.

(B) The purposes for which this corporation is formed are:

(a) The specific and primary purposes are to operate Senior Services and to provide services related to the welfare within the service area.

(b) The general purposes and powers are to have and exercise all rights and powers conferred on nonprofit corporations under the laws of California, including the power to contract, rent, buy or sell personal or real property, provided, however, that this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of this corporation.

(c) No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or

intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

-III-

The name and address in the State of California of this corporation's initial agent for service of process is: Marilyn L. Ditty, D.P.A., 930 Calle Negocio; Suite C, San Clemente, CA 92673.

-IV -

This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code.

No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

-V-

The General Management of the affairs of this corporation shall be under the control, supervision and direction of the Board of Directors. The names and addresses of persons who are to act in the capacity of Directors, until the selection of their successors

are: RALPH KLAASEN
405 CALLE FAMILIA
SAN CLEMENTE, CA
92672

PAULINE LEONARD
27589 BROOKSIDE LANE
SAN JUAN CAPISTRANO, CA
92675

We hereby declare that we are the persons who executed the foregoing Articles of Incorporation, which execution is our act and deed.

Ralph A. Klaasan
Ralph Klaasan

Sarah S. Posthill
Sarah S. Posthill

Byron O. Marshall
Byron O. Marshall

Pauline K. Leonard
Pauline K. Leonard

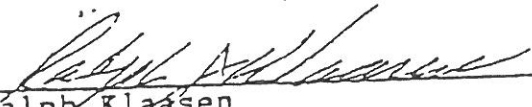
SALLY POSTHILL
801-N RONDA MENDOZA
LAGUNA NIGUEL, CA
92653

BYRON MARSHALL, JR.
341 AVENIDA ADOBE
SAN CLEMENTE, CA
92672

- VI -

The property of this Corporation is irrevocable, dedicated to charitable and social welfare and no part of the net income or assets of this organization shall ever inure to the benefit of any Director, Officer, or member thereof or to the benefit of any private individual. Upon the dissolution of winding up of the corporation, its assets remaining after payment of, or provisions for payment, of all debts and liabilities of this Corporation, shall be distributed to a nonprofit foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.

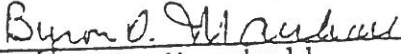
IN WITNESS WHEREOF, the undersigned have executed these Articles of Incorporation, this 26th day of October, 1994.



Ralph Klaasen



Sarah S. Posthill



Byron O. Marshall



Pauline K. Leonard

Age Well Senior Services, Inc.

Board of Directors

2014-2015

Jim Cherrie, President

Director, Southern California Edison

Marlene Bridges, Vice President

Village Real Estate Services, Inc.

Daniel Dubois, Treasurer

CPA

Ronald Widick, Secretary

Dir. Business Development, OSO HomeCare

Douglas E. Zielasko, Past President

Philanthropic Manager

Marilyn Ditty, D.P.A.

Chief Executive Officer

Age Well Senior Services, Inc.

Patricia Alexander

Owner, Personalized Senior Placement, LLC

Ray Chicoine

President and COO, Monarch HealthCare

Bob Bates

Bates/Lee Advertising

Adam Darvish

District Vice President, Kindred HealthCare

Anna T. Boyce

Registered Nurse, Senior Legislator

Barbara Hogan

Barbara Hogan Insurance Services, Inc.

Tim Bryant

Nest Egg Retirement Services

Ted Sanders

CFO, Crailer Technologies

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ITEM III-A – Attachment B

Grant Application, Age Well Senior Services, Inc. (II)

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RECEIVED

OCT 02 2014

City Clerk
City of Laguna Woods

City of Laguna Woods
2015 Community Services Grant Program
Application Form

Application Deadline: Monday, October 13, 2014 – 2 P.M.

SUBMIT 15 COPIES TO:

City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office

*Applications must be received no later than the published application deadline.
Applications postmarked before the deadline, but not actually received
by the City prior to the deadline, will not be accepted.*

ATTACH ADDITIONAL PAGES IF NECESSARY.

PLEASE MARK FIELDS THAT ARE NOT APPLICABLE AS "N/A."

1. Name of Organization (APPLICANT): Age Well Senior Services, Inc.
2. Street Address (FOR MAILING/NO P.O. BOXES): 24300 El Toro Road, Bldg. A, Suite 2000
3. City, State, ZIP Code: Laguna Woods, CA 92637
4. Website Address: www.myagewell.org
5. Federal Tax Identification Number: 93-1163563
6. Primary Contact Name: Dr. Marilyn L. Ditty
7. Title: Chief Executive Officer
8. Telephone Number: (949) 855-8033
9. Email Address: mditty@myagewell.org
10. Organization's Mission and Purpose: Age Well Senior Services (AWSS) program's
goals and objectives are to provide resources for older adults to promote their
vitality and support their independence.

SB
So. Co.
ADULT DAY
SVCS.

11. Date Organization was Incorporated as a 501(c)3: 1975

IRS Determination Letter: Please note that a copy of the organization's determination letter from the Internal Revenue Service (IRS) verifying that the organization is recognized as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code must be attached to this application form.

Articles of Incorporation: Please note that a copy of the organization's current Articles of Incorporation must be attached to this application form.

Board of Directors Roster: Please note that a copy of the organization's current Board of Directors roster must be attached to this application form.

12. Proposed Program Title: South County Adult Day Services

13. Grant Amount Requested: \$ 22,500

14. Type of Proposed Program: Social Services (highest priority)
 Transportation (second highest priority)
 Other (third highest priority)

15. Description of the Proposed Program: South County Adult Day Services (SCADS)

serves disabled and impaired adults and their families by offering quality, diverse health services in a compassionate, culturally-sensitive, professional manner. These services prevent or delay institutionalization and social isolation through creative activities and therapeutic interventions such as Physical Therapy, Occupational Therapy, Speech Therapy, Nursing Services and Nutrition; all in a safe, supportive, and nurturing environment.

Participants are assessed by each discipline (nursing, physical and occupational therapy, social services, activities) and assigned an individual of care with measurable goals, outcomes, and interventions based on identified needs.

16. Please describe the goals and objectives of the proposed program.

Goal 1: provide adult day health care services to elderly and disabled adult residents in the general community of Laguna Woods to enable them to remain safely and independently in their own homes and in the least restrictive environment.

Objective: Elderly and disabled seniors who experience social and health issues enhance or maintain functional capabilities and continue living in the Laguna Woods community with an enhanced quality of life.

Goal 2: Provide ongoing support and education for caregivers

Objective: Respite for caregivers to reduce burnout, stress, and related health problems.

17. Please describe the need within Laguna Woods that would be met by the proposed program, including any quantifiable evidence to substantiate the need.

The need is to: 1) assist those residents who are under financial constraints and not covered by insurance or any other funding source for adult day health care services; and 2) support financially those residents who have no funding source to provide additional days of service when required or necessary.

18. Is the proposed program a new or existing program? New Existing

19. If new, how many Laguna Woods residents would be served if the proposed program was funded?

20. Proposed: _____

21. If existing, how many Laguna Woods residents are currently being served by the program and how many would be served if the proposed program was funded?

22. Current: 70 23. Proposed: 70

24. Would the organization intend to continue the proposed program beyond the term of the grant or is the proposed program limited-term in nature?

South County Adult Day Services intends to continue
the proposed program

25. Please describe the target population for the proposed program, including any prerequisites, preconditions, or other qualifying factors for participation.

Frail seniors and disabled adults age 18+ who are at risk
for premature institutionalization or have a caregiver in
need of respite

26. Please describe how the organization would publicize and promote the proposed program in order to reach the target population.

SCADS broadcasts on Channel 6 (Leisure World Cable TV),
staff speaks at local community groups, resource guides,
and interaction and collaboration with other community
service organizations, physician groups and hospitals.

27. Please describe any costs for residents to participate in the proposed program.

There would be no cost to the resident if awarded a
scholarship funded through the City of Laguna Woods

28. Please identify the location(s) where the proposed program would occur.

South County Adult Day Services, 24300 El Toro Road
Ste 1000, Laguna Woods

30. What experience does the organization have in providing services similar to the proposed program, and over what period of time?

Age Well Senior Services (AWSS) has operated South County
Adult Day Services (SCADS) since 1991. SCADS is a
licensed adult day health care program for frail elderly
with multiple, chronic illnesses. Over time SCADS has
evolved to meet the changing needs and higher acuity of
patients as medical innovations have pushed people out of
hospitals "quicker and sicker."
Programs and services provide specialized care that enables
a frail older adult or a person with disabilities to live
more independently in the community and prevent or delay
placement into a nursing home.

31. Please describe the type, experience, and qualifications of the personnel (including paid staff, independent contractors, and volunteers) who would implement and be involved in the provision of services for the proposed program.

Program Director, MSW; Registered Physical Therapist;
Registered Occupational Therapist; Registered Nurses;
Registered Dietician; Licensed Clinical Social Worker;
Speech Therapist; Activities' Professionals; Board
Certified Music Therapist; Certified Nursing Assistant;
and Program Aides. In addition to the professional staff,
25-30 volunteers assist with the programs/services.

Required Attachments:

- IRS Determination Letter (see page 2)
- Articles of Incorporation (see page 2)
- Board of Directors Roster (see page 2)
- Proposed Program Effectiveness (see Attachment "A"; page 9)
- Proposed Program Budget (see Attachment "B"; pages 10-12)

Application Deadline: Monday, October 13, 2014 – 2 P.M.

SUBMIT 15 COPIES TO:

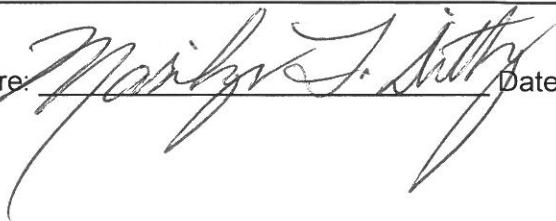
**City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office**

*Applications must be received no later than the published application deadline.
Applications postmarked before the deadline, but not actually received
by the City prior to the deadline, will not be accepted.*

I, the undersigned, hereby certify in my capacity as an authorized agent for the organization for which this application form is submitted, that the information contained on this application form, including on all attachments and supporting material, is true and correct to the best of my knowledge. I further acknowledge that I have received, read, understand, and agree to comply with the information contained in City of Laguna Woods Administrative Policy 2.8, pertaining to the Community Services Grants Program (approved August 20, 2014).

Authorized Agent's Name: Dr. Marilyn L. Ditty

Authorized Agent's Title: Chief Executive Officer

Authorized Agent's Signature:  Date: 9/30/14

ATTACHMENT "A"
PROPOSED PROGRAM EFFECTIVENESS

A.1. How would the success of the proposed program be measured? Please correlate the proposed program's goals to quantifiable results/outcomes.

Program Goals	Program Results/Outcomes
Provide Adult Day Health Care Services to Laguna Woods residents	1. 70 received health care services by by licensed professionals 2. 70 had their physical, social, & emotional needs monitored
Provide ongoing support and education for caregivers	1. 70 caregivers received respite 2. 70 caregivers reduced stress and health problems

ATTACHMENT "B"
PROPOSED PROGRAM BUDGET

B.1. Please identify any other anticipated sources of funding for the proposed program over the term of the 2015 Community Services Grant Program (CY 2015).

County of Orange: 73,603

Client fees and Medi-Cal: 892,800

Other Grants: 173,299

City of Laguna Woods: 22,500

LW Village Foundation: 48,000

Fundraising: 59,152

B.2. Please complete the following table. Total "City Grant Revenues" should equal the total grant amount requested (see #13 on page 2 of the application form).

		Revenues	
Direct Costs	Expenditures	City Grant	Other Sources
Salaries & Benefits	790,934	22,500	768,434
Contract Services	113,744		113,744
Supplies/Equipment	46,496		46,496
Postage/Printing			
Rental of Space/Equipment	25,429		25,429
Other	228,232		228,232
		Revenues	
Indirect Costs	Expenditures	City Grant	Other Sources
Administrative Support/Overhead	64,519		64,519
Other			
		Revenues	
	Expenditures	City Grant	Other Sources
TOTAL	1,269,354	22,500	1,246,854

B.3. Please explain what each direct and indirect cost consists of.

B.4. Salaries/Benefits: Management (3) : 183,500

Support Staff (13 FTE) : 468,500

Benefits 21%: 138,934

B.5. Contract Services: Food: 84,052; Consultants: 113,744

B.6. Supplies/Equipment: _____

Supplies, Repairs & Maintenance: \$46,496

B.7. Postage/Printing: _____

B.8. Rental of Space/Equipment: Rent : \$25,429

B.9. Other Direct Costs: Utilities/Telephone: \$47,836

Insurance: \$7,417

Fuel: \$70,204

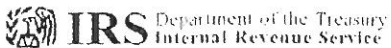
Other: \$18,723

B.10. Administrative Support/Overhead: \$64,519

B.11. Other Indirect Costs: _____

ATTACHMENTS

IRS DETERMINATION LETTER
ARTICLES OF INCORPORATION
BOARD OF DIRECTORS ROSTER



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077552422
Jan. 27, 2010 LTR 4168C 0
93-1163563 000000 00

00034621
BODC: TE

AGE WELL SENIOR SERVICES INC
% DR MARILYN L DITTY EX DIR
24300 EL TORO RD BLDG A 2000
LAGUNA WOODS CA 92637-2737



004418

Employer Identification Number: 93-1163563
Person to Contact: Mr. R. Molloy
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 06, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in October 1999.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

CERTIFICATE OF AMENDMENT

OF

ARTICLES OF INCORPORATION

OF

SOUTH COUNTY SENIOR SERVICES, INC.

ENDORSED - FILED
in the office of the Secretary of State
of the State of California

NOV 30 2009

The undersigned certify:

1. They are the President and the Secretary, respectively, of South County Senior Services, Inc., a California corporation.

2. Article I of the Articles of Incorporation of this corporation is amended to read as follows:

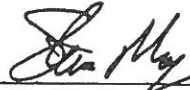
“The name of this corporation shall be Age Well Senior Services, Inc.”

3. The foregoing Amendment has been duly approved by the Board of Directors.

4. That the Amendment was approved by the required vote of the members.

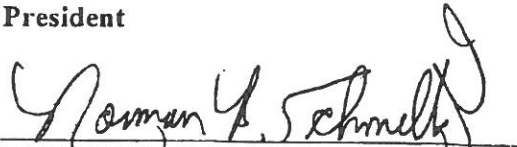
We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Dated: November 24, 2009



STEVE MOYER

President



NORMAN B. SCHMELTZER, III

Secretary



A481487

ENDORSED
FILED
in the office of the Secretary of State
of the State of California

SEP 16 1996

CERTIFICATE OF AMENDMENT
OF
ARTICLES OF INCORPORATION

Bill Jones
BILL JONES, Secretary of State

The undersigned certify that:

1. They are president and secretary, respectively, of SOUTH COUNTY SENIOR SERVICES, INC., a California corporation.
2. Article VI, of the Articles of Incorporation of this corporation is amended to read as follows:

The property of this Corporation is irrevocable, dedicated to charitable purposes only and no part of the net income or assets of this organization shall ever inure to the benefit of any Director, Officer, or member thereof or to the benefit of any private individual. Upon the dissolution of winding up of the corporation, its assets remaining after payment of, or provisions for payment, of all debts and liabilities of this Corporation, shall be distributed to a nonprofit foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.

3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors.
4. The foregoing amendment of Articles of Incorporation has been duly approved by the required vote of the members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date: Sept 6, 1996

Ralph Klaasen

Ralph Klaasen, President

Pauline Leonard

Pauline Leonard, Secretary

1756287 COPY
ENDORSED
FILED

In the office of the Secretary of State
of the State of California

ARTICLES OF INCORPORATION

OF

SOUTH COUNTY SENIOR SERVICES, INC.

JAN - 5 1995

Bill Jones
BILL JONES, Secretary of State

- I -

The name of this corporation shall be South County Senior Services, Inc.

- II -

(A) This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for Charitable purposes.

(B) The purposes for which this corporation is formed are:

(a) The specific and primary purposes are to operate Senior Services and to provide services related to the welfare within the service area.

(b) The general purposes and powers are to have and exercise all rights and powers conferred on nonprofit corporations under the laws of California, including the power to contract, rent, buy or sell personal or real property, provided, however, that this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purposes of this corporation.

(c) No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or

intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

-III-

The name and address in the State of California of this corporation's initial agent for service of process is: Marilyn L. Ditty, D.P.A., 930 Calle Negocio; Suite C, San Clemente, CA 92673.

-IV -

This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code.

No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

-V-

The General Management of the affairs of this corporation shall be under the control, supervision and direction of the Board of Directors. The names and addresses of persons who are to act in the capacity of Directors, until the selection of their successors

are: RALPH KLAASEN
405 CALLE FAMILIA
SAN CLEMENTE, CA
92672

PAULINE LEONARD
27589 BROOKSIDE LANE
SAN JUAN CAPISTRANO, CA
92675

We hereby declare that we are the persons who executed the foregoing Articles of Incorporation, which execution is our act and deed.

Ralph Klaasan
Ralph Klaasan

Sarah S. Posthill
Sarah S. Posthill

Byron O. Marshall
Byron O. Marshall

Pauline K. Leonard
Pauline K. Leonard

SALLY POSTHILL
801-N RONDA MENDOZA
LAGUNA NIGUEL, CA
92653

BYRON MARSHALL, JR.
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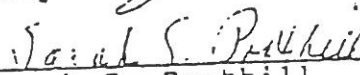
- VI -

The property of this Corporation is irrevocable, dedicated to charitable and social welfare and no part of the net income or assets of this organization shall ever inure to the benefit of any Director, Officer, or member thereof or to the benefit of any private individual. Upon the dissolution of winding up of the corporation, its assets remaining after payment of, or provisions for payment, of all debts and liabilities of this Corporation, shall be distributed to a nonprofit foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501 (c) (3) of the Internal Revenue Code.

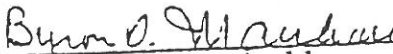
IN WITNESS WHEREOF, the undersigned have executed these Articles of Incorporation, this 26th day of October, 1994.



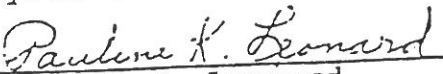
Ralph Klaassen



Sarah S. Posthill



Byron O. Marshall



Pauline K. Leonard

Age Well Senior Services, Inc.

Board of Directors

2014-2015

Jim Cherrie, President

Director, Southern California Edison

Marlene Bridges, Vice President

Village Real Estate Services, Inc.

Daniel Dubois, Treasurer

CPA

Ronald Widick, Secretary

Dir. Business Development, OSO HomeCare

Douglas E. Zielasko, Past President

Philanthropic Manager

Marilyn Ditty, D.P.A.

*Chief Executive Officer
Age Well Senior Services, Inc.*

Patricia Alexander	Ray Chicoine
<i>Owner, Personalized Senior Placement, LLC</i>	<i>President and COO, Monarch HealthCare</i>
Bob Bates	Adam Darvish
<i>Bates/Lee Advertising</i>	<i>District Vice President, Kindred HealthCare</i>
Anna T. Boyce	Barbara Hogan
<i>Registered Nurse, Senior Legislator</i>	<i>Barbara Hogan Insurance Services, Inc.</i>
Tim Bryant	Ted Sanders
<i>Nest Egg Retirement Services</i>	<i>CFO, Crailer Technologies</i>

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ITEM III-A – Attachment C

Grant Application, Braille Institute Orange County (III)

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**City of Laguna Woods
2015 Community Services Grant Program
Application Form**

Application Deadline: Monday, October 13, 2014 – 2 P.M.

**SUBMIT 15 COPIES TO:
City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office**

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by the City prior to the deadline, will not be accepted.*

ATTACH ADDITIONAL PAGES IF NECESSARY.

PLEASE MARK FIELDS THAT ARE NOT APPLICABLE AS "N/A."

1. Name of Organization (APPLICANT): Braille Institute Orange County
2. Street Address (FOR MAILING/NO P.O. BOXES): 527 N. Dale Ave.
3. City, State, ZIP Code: Anaheim, CA 92801
4. Website Address: www.brailleinstitute.org
5. Federal Tax Identification Number: 95-1641426
6. Primary Contact Name: Gloria Coulston
7. Title: Executive Director
8. Telephone Number: (714) 821-5000 ext. 2101
9. Email Address: gycoulston@brailleinstitute.org
10. Organization's Mission and Purpose: The mission of Braille Institute is to eliminate barriers to a fulfilling life caused by blindness and severe sight loss. Our purpose is to provide comprehensive low vision rehabilitation; early intervention program for blind children; academic and career readiness programs for visually impaired youth; community outreach; counseling services; adult education and daily living skills; and access to our nationally-recognized Library for blind, visually impaired and reading disabled people. All services are provided free-of-charge.

11. Date Organization was Incorporated as a 501(c)3: 1929

IRS Determination Letter: Please note that a copy of the organization's determination letter from the Internal Revenue Service (IRS) verifying that the organization is recognized as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code must be attached to this application form.

Articles of Incorporation: Please note that a copy of the organization's current Articles of Incorporation must be attached to this application form.

Board of Directors Roster: Please note that a copy of the organization's current Board of Directors roster must be attached to this application form.

12. Proposed Program Title: Laguna Woods Community Outreach Program

Laguna Woods Community Outreach Program

13. Grant Amount Requested: \$ 20,000

14. Type of Proposed Program: Social Services (highest priority)
 Transportation (second highest priority)
 Other (third highest priority)

15. Description of the Proposed Program: Braille Institute's outreach services are designed for
community members with low to no vision who are unable to travel to our Orange County Regional
Center because of health, mobility, distance barriers and/or transportation challenges. The program
provides free rehabilitative services and helps individuals experiencing sight loss adapt, maintain
independence, and enjoy an improved quality of life. Program activities include: Educational
presentations for the visually impaired and, if needed, their caretakers (includes independent living
skills classes, peer support groups and in-home assistance); Low Vision Consultations and adaptive
equipment/technology demonstrations; Participation in health fairs, Expos, community activities and
special events in Laguna Woods (includes assisting planning committees for these events); Library
Seminars, where participants learn how to access Braille Library services, including our BARD
electronic downloading systems (we have a Library depository on site within the Laguna Woods
retirement community); Ad-hoc transportation to and from Orange County Regional Center for
Laguna Woods residents who utilize all the Center's services - attend classes, visit the Library, access
the adaptive computer resource lab, or tour the grounds.

16. Please describe the goals and objectives of the proposed program.

The goal of Braille Institute's Laguna Woods Community Outreach Program is to help residents living with sight loss learn the skills necessary to adapt to visual impairment in order to maintain their independence and quality of life. We accomplish this through low vision rehabilitation consultation, independent living skills training, and informative lectures and classes. Our objective are to: 1) To provide Independent Living Skills (ILS) classes and instruction on performing everyday tasks i.e. cooking, personal grooming and money management; 2) To provide Orientation and Mobility training so clients can travel safely in both familiar and unfamiliar locations; 3) To provide one-on-one Low Vision Consultations to evaluate and maximize use of remaining vision, and demonstrate assistive technologies such as magnification devices; 4) To provide Peer Support Groups to combat isolation and foster discussion of the many impacts sight loss can have; 5) To provide Training and Development for caretakers and paraprofessional who care for the blind; 6) To provide in-home services for residents who are unable to attend outreach classes.

17. Please describe the need within Laguna Woods that would be met by the proposed program, including any quantifiable evidence to substantiate the need.

Thanks to support from the City, we have been operating this program within Laguna Woods for years and currently more than 600 resident have come to rely on our services. The leading cause of vision loss in the US is age-related eye disease such as macular degeneration. Without specific intervention, older adults with sight loss are more likely to exhibit a greater number of unhealthy behaviors such as, physical and emotional isolation, improper use of medications; lack of exercise and poor nutrition, all of which can harm the quality of life and lead to loss of independence and diminished health overall. Loss of sight is a frightening experience and affects a person's identity, confidence, and psychological state of mind. Daily tasks that were once mundane such as taking medications correctly or preparing a meal, can be nearly impossible to manage. The rehabilitative services our Community Outreach Program delivers are as important and life-saving as those designed for individuals experiencing catastrophic injuries or debilitating illness.

18. Is the proposed program a new or existing program? New Existing

19. If new, how many Laguna Woods residents would be served if the proposed program was funded?

20. Proposed: _____

21. If existing, how many Laguna Woods residents are currently being served by the program and how many would be served if the proposed program was funded?

22. Current: ⁶⁷⁵ _____ 23. Proposed: ⁷⁰⁰ _____

24. Would the organization intend to continue the proposed program beyond the term of the grant or is the proposed program limited-term in nature?

Yes, the Laguna Woods Community Outreach Program has been funded by the City since 2001 and is
_____ an ongoing program.

25. Please describe the target population for the proposed program, including any prerequisites, preconditions, or other qualifying factors for participation.

The target population is Laguna Woods residents whose vision loss has impacted their ability to
_____ perform daily tasks, and who are unable to travel to our Orange County Regional Center. The majority
_____ served has age-related macular degeneration which obscures their central vision. Additional causes of
_____ visual impairment are cataracts, glaucoma, and diabetic retinopathy. Participants are asked to have
_____ their eye doctors forward a referral and diagnosis information to Braille Institute so an assessment
_____ can be made and appropriate low vision devices can be suggested during the consultations.

26. Please describe how the organization would publicize and promote the proposed program in order to reach the target population.

Braille Institute's Laguna Woods Outreach Program is promoted through community presentations and
by participating in area health fairs and on planning committees for community events; through press
releases sent to newspapers, such as "The Orange County Register," and by providing information to
local cable TV stations through announcements and PSAs. Fliers are also mailed to residents and
brochures are distributed to physicians, clinics, senior centers, libraries, pharmacies and other
community organizations. Information about the program is also posted on our website.

27. Please describe any costs for residents to participate in the proposed program.

None. All Braille Institute's services are provided free-of-charge.

28. Please identify the location(s) where the proposed program would occur.

The program has been embraced by the community and space is provided by the Laguna Woods
Social Services Dept. Workshops and classes are held at the PCM building and Laguna Woods
Clubhouses. Other sites include: Geneva Presbyterian Church, Florence Sylvester Memorial Center,
and the Renaissance, the Vintage Regency, Laguna Woods Towers and Vintage Las Palmas

29. Please provide a schedule for the proposed program's activities over the term of the 2015 Community Services Grant Program (CY 2015) including, at a minimum:

- Any start-up time necessary to prepare to offer the proposed program to Laguna Woods residents (e.g., program development; materials generation);
- When services would begin to be provided to Laguna Woods residents; and
- The frequency with which services would be provided to Laguna Woods residents (i.e., over what period of time, how often, how many times, and until when).

Educational seminars and presentations are held throughout the year, addressing orientation and mobility, fall prevention, and information about low vision and age-related eye disease. A peer support group takes place monthly to help residents cope with vision loss. In-home assistance is provided as needed. The Braille Institute Experience Tours are held four to six times a year. ILS classes range from four to eight weeks in duration. and take place each quarter and include a strong focus on technology, specifically smart phones, iPads and digital downloads. Topic of ILS classes include: 1) The Business of Living - organizing and identifying money, how to mark and label household items; 2) Getting Around Town - navigating familiar and unfamiliar environments, and using public transportation, 3) Kitchen Confidence - adaptive techniques to helping prepare, cook and eat food, 4) Looking Good - how to mark and label clothing, personal grooming, 5) Staying Connected - learning how to cook adaptive and mainstream technologies, 6) Discover the World - accessing travel services for disabled people and tips to make traveling easier, 7) Fun and Fitness - adaptive exercise techniques including yoga and martial arts, and nutrition education, and 8) Express Yourself - enrichment courses in art, music and current events. Other activities will include participation in the Laguna Woods Electronic "Gadgets" Expo, Low Vision Golf Tournament, Saddleback Kiwanis Picnic and Health Fair, and workshops on the new digital audio book play-back machine and the Victor Reader Stream audio device.

Required Attachments:

- IRS Determination Letter (see page 2)
- Articles of Incorporation (see page 2)
- Board of Directors Roster (see page 2)
- Proposed Program Effectiveness (see Attachment "A"; page 9)
- Proposed Program Budget (see Attachment "B"; pages 10-12)

Application Deadline: Monday, October 13, 2014 – 2 P.M.

SUBMIT 15 COPIES TO:

**City of Laguna Woods, 24264 El Toro Road, Laguna Woods, CA 92637
Attention: City Clerk's Office**

*Applications must be received no later than the published application deadline.
Applications postmarked before the deadline, but not actually received
by the City prior to the deadline, will not be accepted.*

I, the undersigned, hereby certify in my capacity as an authorized agent for the organization for which this application form is submitted, that the information contained on this application form, including on all attachments and supporting material, is true and correct to the best of my knowledge. I further acknowledge that I have received, read, understand, and agree to comply with the information contained in City of Laguna Woods Administrative Policy 2.8, pertaining to the Community Services Grants Program (approved August 20, 2014).

Authorized Agent's Name: Gloria Y. C. Coulston

Authorized Agent's Title: Executive Director

Authorized Agent's Signature:  Date: 10/10/2014

ATTACHMENT "A"

PROPOSED PROGRAM EFFECTIVENESS

A.1. How would the success of the proposed program be measured? Please correlate the proposed program's goals to quantifiable results/outcomes.

Program Goals	Program Results/Outcomes
Conduct Independent Living Skills (ILS) classes, workshops, and seminars.	Participants will demonstrate proficiency and competency in adaptive living techniques using an evaluation tool consisting of observation and ability; which will increase their sense of independence and ability to perform everyday activities.
Provide Orientation and Mobility Training	Assessed prior to instruction based on individual needs and goals. Participants will demonstrate competence in identifying their surroundings and navigating familiar and unfamiliar environments. This will result in fewer falls and injuries and an increase in confidence when traveling independently.
Conduct Low Vision Consultations	Assessed prior to the consultations, based on individual needs and goals; participants will demonstrate understanding about the lighting, magnification and adaptive devices that can help them maximize any remaining vision and assist them with daily living.
Provide Peer Support Group	Participants will be provided with a forum for discussing the emotional impact of sight loss, resulting in reduced feelings of isolation and loneliness.
Provide Training and Development for Caretakers and Paraprofessionals	Participants will be fully informed on Braille Institute services and able to assist those living with vision loss in accessing our free services. Participants will also know how to serve as sighted guides, mark and label household items (including medications) and use the digital talking book machines on loan from our Library.

ATTACHMENT "B"
PROPOSED PROGRAM BUDGET

B.1. Please identify any other anticipated sources of funding for the proposed program over the term of the 2015 Community Services Grant Program (CY 2015).

Other anticipated sources of funding come from our annual fund: private individuals, bequests, and corporate and foundation giving.

B.2. Please complete the following table. Total "City Grant Revenues" should equal the total grant amount requested (see #13 on page 2 of the application form).

		Revenues	
Direct Costs	Expenditures	City Grant	Other Sources
Salaries & Benefits	\$79,158	\$19,500	\$59,658
Contract Services	0	0	0
Supplies/Equipment	\$500	\$250	\$250
Postage/Printing	\$300	0	\$300
Rental of Space/Equipment	0	0	0
Other	\$2,250	\$250	\$2,000
		Revenues	
Indirect Costs	Expenditures	City Grant	Other Sources
Administrative Support/Overhead	\$5,754	0	\$5,754
Other	0	0	0
		Revenues	
	Expenditures	City Grant	Other Sources
TOTAL	\$87,962	\$20,000	\$67,962

B.3. Please explain what each direct and indirect cost consists of.

B.4. Salaries/Benefits: Includes costs of ED, Orientation & Mobility Instructor, Low Vision Certified Therapist, Low Vision Specialist, Bus Driver, Field Instructor, Student Advisor/Counselor, Registrar, and Librarian.

B.5. Contract Services: N/a

B.6. Supplies/Equipment: Signature guides, identifying dots, black lined paper, 20/20 pens, batteries for talking devices and food for cooking classes.

B.7. Postage/Printing: Costs of fliers, mailings and other printed materials.

B.8. Rental of Space/Equipment: N/a

B.9. Other Direct Costs: Includes cost of public education and transportation (fuel, insurance, maintenance, registration)

B.10. Administrative Support/Overhead: Administrative cost of 3%, Overhead of 4%.

B.11. Other Indirect Costs: N/a

ATTACHMENTS

IRS DETERMINATION LETTER

ARTICLES OF INCORPORATION

BOARD OF DIRECTORS ROSTER

IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248467584
Oct. 11, 2011 LTR 4168C E0
95-1641426 000000 00
00013312
BODC: TE

BRaille INSTITUTE OF AMERICA INC
741 N VERMONT AVE
LOS ANGELES CA 90029-3514

RECEIVED
OCT 13 2011
ACCOUNTING

Employer Identification Number: 95-1641426
Person to Contact: Mrs. Scheper
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 29, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in September 1963.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248467584
Oct. 11, 2011 LTR 4168C E0
95-1641426 000000 00
00013313

BRAILLE INSTITUTE OF AMERICA INC
741 N VERMONT AVE
LOS ANGELES CA 90029-3514

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



S. A. Martin, Operations Manager
Accounts Management Operations

State of California
Secretary of State



I, DEBRA BOWEN, Secretary of State of the State of California, hereby certify:

That the attached transcript of 20 page(s) was prepared by and in this office from the record on file, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

MAY 15 2008

Debra Bowen

DEBRA BOWEN
Secretary of State

circulation of books and Talking Books for the blind; and to supply Braille and raised-type literature and special equipment, at cost or less, to the blind.

(d) To engage in humanitarian work for the blind; to provide recreational, cultural and social advantages for the blind; to provide social services; to provide counseling and assist with economic problems of the blind; to advise on visual aids for the blind.

(e) To establish and maintain, with the necessary personnel and equipment, such bureaus and departments as may be required to prosecute the business of the corporation as herein outlined.

(f) To solicit, receive and accept for the purposes of the corporation, membership fees, gifts, donations, life income contracts, bequests and devises of money and property, and to perform any reasonable conditions which may be stipulated by the donors, and parties to life income contracts; and to receive government aid in carrying out the purposes for which this corporation is formed.

(g) To elect and receive endowers and contributors, and others, as members of the corporation, as may be provided for in its by-laws.

(h) To cooperate with and assist societies, service clubs, libraries, institutions and individuals engaged in supplying the educational and literary needs of the blind, and in promoting their social and economic welfare generally.

(i) To hold, buy, sell, lease, develop and improve the necessary equipment to facilitate the objects and purposes of the corporation, at the discretion of its Board of Directors.

(j) To buy, hold, sell, improve, lease and mortgage all kinds of real and personal property in every part of the United States of America.

(k) To acquire by purchase, or otherwise, hold and sell the capital stock, bonds and securities of other corporations.

(l) In general, to do any and all things incident to the objects and purposes aforesaid; and to perform all acts permitted by a nonprofit corporation under the laws of the State of California; said corporation being formed upon the articles, provisions and conditions expressed herein, and subject in all particulars to the limitations relating to corporations contained in the laws of this State.

FOURTH: This Corporation is organized as a nonprofit Corporation pursuant to Part 1 of Division 2 of Title 1 of the Corporations Code. No member of this Corporation shall be entitled to any individual interest, participation, share, or property right in any of the assets of this Corporation. No part of the net earnings of this Corporation shall inure to the benefit of any private individual or member. In the event of dissolution or liquidation of this Corporation, no member shall share in or receive any funds or other assets of the Corporation, and any such funds or other assets shall be contributed to a fund foundation or nonprofit corporation organized and operated for educational or charitable purposes.

FIFTH: The County in the State of California where the principal office for the transaction of the business of this Corporation is to be located is LOS ANGELES COUNTY.

SIXTH: The number of directors of this Corporation shall be eleven (11) until such number is changed either by an amendment to these Articles or by a by-law adopted by the members of this Corporation.

The names and addresses of the persons who are appointed to act as first directors of this Corporation are:

<u>Name</u>	<u>Address</u>
Louis S. Strauss	5371 Wilshire Boulevard, Room 209 Los Angeles 36 California
Mrs. Grace Carpenter	200 North Kenmore Avenue Los Angeles 4, California
Mrs. Valley Knudsen	3034 Edgewick Road Glendale 6, California
S. Charles Lee	258 South Beverly Drive Beverly Hills, California
George Alexander	8462 Sunset Boulevard Los Angeles 46, California
W. W. Eaton	400 South Burnside Avenue, Apt. 6-C Los Angeles 36, California
Albert Hanson	441 North Cliffwood Los Angeles 49, California
Dr. W. A. Pettit	1620 Marengo South Pasadena, California
Douglas F. Scott	Bank of America 650 South Spring Street, Room 1106 Los Angeles 14, California
Frank C. Sullivan	Director of Public Relations Southern California Gas Co. 810 South Flower Street Los Angeles 17, California
Oscar A. Trippet	Trippet, Yoakum & Ballantyne Attorneys at Law 458 South Spring Street Los Angeles 13, California

SEVENTH: The members of this Corporation shall consist of the persons who have demonstrated their interest in serving the blind and in the purposes of this Corporation and who are admitted to membership pursuant to the provisions of the by-laws of this Corporation.

IN WITNESS WHEREOF, for the purposes of forming this Corporation under the laws of the State of California, we, the undersigned, constituting the incorporators, and the first directors of this Corporation,

have executed these Articles of Incorporation, this 5th day of September, 1961.

Louis S. Strauss
Louis S. Strauss

Grace Carpenter
Mrs. Grace Carpenter

Valley Knudsen
Mrs. Valley Knudsen

S. Charles Lee
S. Charles Lee

George Alexander
George Alexander

W. W. Eaton
W. W. Eaton

Albert Hanson
Albert Hanson

Dr. W. A. Pettit
Dr. W. A. Pettit

Douglas F. Scott
Douglas F. Scott

Frank C. Sullivan
Frank C. Sullivan

Oscar A. Trippet
Oscar A. Trippet

STATE OF CALIFORNIA)
County of Los Angeles) ss.

On this 5th day of September, 1961, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared Louis S. Strauss, Grace Carpenter, Valley Knudsen, S. Charles Lee, George Alexander, W. W. Eaton, Albert Hanson, W. A. Pettit, Douglas F. Scott, Frank C. Sullivan and Oscar A. Trippet, known to me to be the persons whose names are subscribed to the foregoing Articles of Incorporation, and acknowledged to me that they executed the same.

WITNESS my hand and official seal.

Harold M. Gibson
Notary Public, in and for said County and State.

My Commission Expires Jan. 12, 1963

470554

CERTIFICATE OF APPROVAL

131472

of

AGREEMENT OF MERGER

of

SURVIVOR

BLIND INSTITUTE OF AMERICA, INC.

FILED

In the office of the Secretary of State
of the State of California

NOV 30 1961

FRANK M. JOHNSON, Secretary of State

By *[Signature]* Deputy

The undersigned, W. W. EATON and GRACE CARPENTER, do hereby certify that they are and have been at all times hereinafter mentioned the duly elected and acting President and Secretary respectively of BLIND INSTITUTE OF AMERICA, INC., a California nonprofit corporation, and do further hereby certify that:

(a) A special Meeting of the Board of Directors of said corporation was duly held at 4:00 p.m. on October 26, 1961, at the principal office of the corporation, 741 North Vermont Avenue, Los Angeles, California, at which meeting there was at all times present and acting more than a quorum of said Board, to-wit, nine of the eleven members thereof.

(b) At said meeting the following Resolutions were duly adopted:

WHEREAS, a proposed Agreement of Merger of Braille Institute of America, Inc., into this corporation as the surviving corporation was mailed with the notice of this meeting to each member of the Board of Directors; and

WHEREAS, it is deemed to be for the best interests of this corporation that the proposed Agreement of Merger be approved;

RESOLVED, that the terms and conditions of said proposed Agreement of Merger and the mode of carrying them into effect are hereby approved.

RESOLVED FURTHER, that the manner and basis of converting the membership of the nonsurviving corporation into the membership of the surviving corporation as set forth in the proposed Agreement of Merger are hereby approved.

RESOLVED FURTHER, that the president or vice president, secretary or assistant secretary of this corporation are hereby authorized and directed to execute on behalf of this corporation said Agreement and the Certificate of Approval as required by the Corporations Code of the State of California and to file the Agreement and the Certificate of Approval with the Secretary of State of the State of California, and to execute any and all other documents and do any and all other acts in order to effect said merger and to effect the transfer of all assets of the nonsurviving corporation to the surviving corporation.

(c) The vote in favor of said Resolutions was nine.

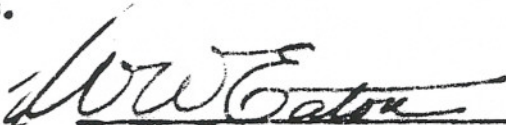
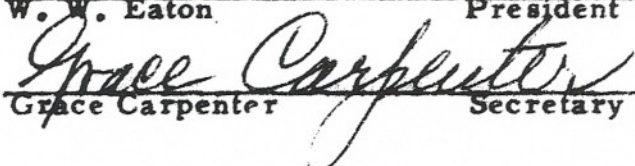
(d) A special meeting of the members of said corporation was duly held at 4:30 p.m. on October 26, 1961, at the principal office of said corporation located at 741 North Vermont Avenue, Los Angeles, California. At said meeting the Agreement of Merger referred to in said Resolution of the Board of Directors was approved by the vote of nine members, constituting the vote of not less than 2/3 of all the members of said corporation, there being but one class of membership.

(e) The total number of members of said corporation is eleven. There are no special classes of membership.

(f) Notice of the time, place and purpose of said special meeting of members was mailed to each member at least 20 days prior to the date of said meeting and said notice included a statement of the general terms of the proposed Agreement of Merger.

(g) The name of the surviving corporation is now Blind Institute of America, Inc. By amendment of its Articles of Incorporation, by the Agreement of Merger, the name of the surviving corporation will be Braille Institute of America, Inc., upon the effective date of the merger.

(h) The Agreement of Merger with Braille Institute of America, Inc., filed with the Secretary of State concurrently with this Certificate pursuant to Section 4113 of the Corporations Code, is the Agreement herein referred to and sets forth the terms and conditions approved by said Resolution of Directors and vote of members.

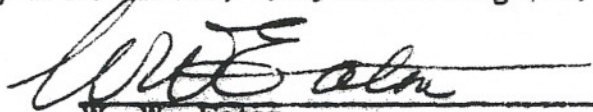

W. W. Eaton President

Grace Carpenter Secretary

W. W. EATON and GRACE CARPENTER, being the president and secretary respectively of BLIND INSTITUTE OF AMERICA, INC., state that they are authorized to make this verification for and on behalf of said corporation; that they have read the foregoing Certificate of Approval of Agreement of


Merger and know the contents thereof; that the same is true of their know-
ledge, except as to those matters which are therein stated on their information
and belief, and as to those matters they believe it to be true.

We declare under penalty of perjury that the foregoing is true and
correct.

Executed this 16th day of November, 1961, at Los Angeles, California.



W. W. Eaton



Grace Carpenter

1173

420554

Na. chg. to BRAILLE INSTITUTE OF AMERICA, INC.

AGREEMENT OF MERGER

of

BRAILLE INSTITUTE OF AMERICA, INC.

and

BLIND INSTITUTE OF AMERICA, INC.

SURVIVOR

FILED

In the office of the Secretary of State
of the State of California

NOV 30 1961

FRANK M. JORDAN, Secretary of State

By *[Signature]* Deputy

THIS AGREEMENT OF MERGER dated as of the 26 day of October, 1961, made by and between BRAILLE INSTITUTE OF AMERICA, INC., a California charitable organization, being hereinafter sometimes referred to as "nonsurviving corporation" and BLIND INSTITUTE OF AMERICA, INC., a California nonprofit corporation, being hereinafter sometimes referred to as "surviving corporation."

RECITALS:

A. Braille Institute of America, Inc., was incorporated on September 30, 1929, as a charitable corporation under the provisions presently set forth in Title 1, Division 2, Part 3 of the Corporations Code of the State of California.

B. Braille Institute of America, Inc., has a total of 1,747 members. All such members are entitled to one vote each.

C. Blind Institute of America, Inc., was incorporated on September 20, 1961, as a nonprofit corporation under Title 1, Division 2, Part 1, of the Corporations Code of the State of California.

D. Blind Institute of America, Inc., has eleven members. All such members are entitled to one vote each.

E. The parties hereto deem it to be in their best interests and the best interests of their members that Braille Institute of America, Inc., and Blind Institute of America, Inc., be merged and that Blind Institute of America, Inc., be the surviving corporation so that the surviving corporation may be organized and operate under the General Nonprofit Corporation Law of the State of California.

NOW, THEREFORE, the parties agree as follows:

1. Braille Institute of America, Inc., shall be merged into Blind Institute of America, Inc., which shall be the surviving corporation pursuant to the Corporations Code of the State of California.

2. The terms and conditions of the merger and the mode of carrying the same into effect and the basis of converting the membership of the nonsurviving corporation into the membership of the surviving corporation are as follows: Upon the merger of Braille Institute of America, Inc., and Blind Institute of America, Inc., the separate existence of Braille Institute of America, Inc., shall cease and the surviving corporation shall succeed to and shall become the owner of, without other transfer, all the rights and property of the nonsurviving corporation and the surviving corporation shall be subject to all the debts and liabilities of the nonsurviving corporation in the same manner as if the surviving corporation had incurred them.

All members of Braille Institute of America, Inc., immediately prior to the time this Agreement of Merger becomes effective, shall

STATE OF CALIFORNIA)
) ss.
County of Los Angeles)

On this 26th day of October, 1961, before me,
a notary public, personally appeared W. W. Eaton and Grace Carpenter,
known to me to be the President and Secretary respectively of
Braille Institute of America, Inc., a California charitable organization,
and acknowledged to me that said corporation executed the same.

Louise L. Hastings
Notary Public in and for said
County and State.
My Commission Expires April 3, 1965.

STATE OF CALIFORNIA)
) ss.
County of Los Angeles)

On this 26th day of October, 1961, before me,
a notary public, personally appeared W. W. Eaton, and Grace Carpenter,
known to me to be the President and Secretary respectively of
Blind Institute of America, Inc., a California nonprofit corporation,
and acknowledged to me that said corporation executed the same.

Louise L. Hastings
Notary Public in and for the
said County and State.
My Commission Expires April 3, 1965.

BEFORE THE
DEPARTMENT OF INVESTMENT
DIVISION OF CORPORATIONS
OF THE
STATE OF CALIFORNIA

In the matter of the application of
BLIND INSTITUTE OF AMERICA, INC.
for a certificate.

CERTIFICATION OF LACK OF
NECESSITY OF PERMIT FROM
THE
COMMISSIONER OF CORPORATIONS


File No. ALPHA

Receipt No. LA 270828

I, JOHN G. SOBIESKI, Commissioner of Corporations
of the State of California, do hereby certify that in my opinion
a permit from the Commissioner of Corporations is not required
under the provisions of the Corporate Securities Law in the
matter of the proposed merger agreement dated October 26, 1961,
by and between BLIND INSTITUTE OF AMERICA, INC. a
California corporation, and BRAILLE INSTITUTE OF AMERICA,
INC.,
California corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and
affixed my official seal this 14th day of November, 1961, at
Los Angeles, California.

JOHN G. SOBIESKI
Commissioner of Corporations

By 
H. A. MATTES
Supervising Deputy

HAM:SB

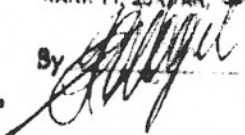
FILED

in the Office of the Secretary of State
of the State of California

DEC 19 1962

FRANK M. JORDAN, Secretary of State

By



Deputy

CERTIFICATE OF AMENDMENT OF
ARTICLES OF INCORPORATION OF
BRAILLE INSTITUTE OF AMERICA, INC.

THE UNDERSIGNED hereby certify that they are respectively the President and Secretary of Braille Institute of America, Inc., a California corporation.

The undersigned further certify the following:

1. At a meeting of the Board of Directors duly held on the 24th day of September, 1962, at 9 p.m., in the offices of the corporation, 741 North Vermont Avenue, Los Angeles, California, the following Resolution was duly adopted:

RESOLVED, that the entire Articles of Incorporation of this corporation be amended to read as follows:

FIRST: The name of this Corporation is

BRAILLE INSTITUTE OF AMERICA, INC.

SECOND: The specific and primary purposes for which this corporation is formed are to operate and maintain an institution for the education and training of the blind, free of charge and without regard to race, creed or color, with a regular faculty and curriculum and with a regularly enrolled body of blind students; and to provide other services to the blind incidental to and growing out of such educational activities, including the maintenance of a complete library for the blind.

THIRD: Incidental to and in furtherance of its primary purpose, this corporation shall have the following purposes and powers:

A. To solicit, receive and accept membership fees, gifts, donations, life income contracts, bequests and government aid.

B. To buy, sell, hold, lease and mortgage all kinds of real and personal property, provided that such activities are, except to an insubstantial degree, in furtherance of its primary educational purposes.

C. To invest and reinvest its funds in stock, common or preferred, bonds, debentures, trust deeds or other securities and property, subject to the limitations and conditions contained in any bequest, devise, grant or gift, provided that such investments and limitations and conditions are, except to an insubstantial degree, in furtherance of its primary educational purposes.

D. In general, and subject to such limitations and conditions as are or may be proscribed by law, to exercise such other powers as are now or hereafter may be conferred by law upon a corporation organized for the purposes hereinabove set forth or necessary or incidental to the powers so conferred or conducive to the attainment of the purposes of the corporation, subject to the further limitation and condition that only such powers shall be exercised as are not in conflict, except to an insubstantial degree, with its primary educational purposes.

E. Notwithstanding any of the foregoing powers, this corporation shall not engage in any activity, or activities, which are not, except to an insubstantial degree, in furtherance of its primary educational purposes.

FOURTH: This corporation is organized as a nonprofit corporation pursuant to Part 1 of Division 2 of Title 1 of the Corporations Code. No member of this

corporation shall be entitled to any individual interest, participation, share or property right in any of the assets of this corporation. No part of the net earnings of this corporation shall enure to the benefit of any private individual or member. In the event of dissolution or liquidation of this corporation, no member shall share in or receive any funds or other assets of the corporation, and any such funds or other assets shall be contributed to a nonprofit fund, foundation or corporation organized and operating exclusively for educational and charitable purposes, which has established its exemption under the provisions of Section 501(c)(3) of the Internal Revenue Code.

FIFTH: The County in the State of California where the principal office for the transaction of the business of this corporation is to be located is LOS ANGELES COUNTY.

SIXTH: The number of directors of this corporation shall be eleven (11) until such number is changed either by an amendment to these Articles or by a bylaw adopted by the members of this corporation.

The names and addresses of the persons who are appointed to act as first directors of this corporation are:

<u>Name:</u>	<u>Address</u>
Louis S. Strauss	5371 Wilshire Blvd., Room 209 Los Angeles 36, California
Mrs. Grace Carpenter	200 North Kenmore Avenue Los Angeles 4, California
Mrs. Valley Knudsen	3034 Edgewick Road Glendale 6, California
S. Charles Lee	258 South Beverly Drive Beverly Hills, California
George Alexander	8462 Sunset Boulevard Los Angeles 46, California
W. W. Eaton	400 South Burnside Ave., Apt. 6-C Los Angeles 36, California

NameAddress

Albert Hanson	441 North Cliffwood Los Angeles 49, California
Dr. W. A. Pettit	1620 Marengo South Pasadena, California
Douglas F. Scott	Bank of America 650 S. Spring, Room 1106 Los Angeles 14, California
Frank C. Sullivan	Director of Public Relations Southern California Gas Co. 810 South Flower Street Los Angeles 17, California
Oscar A. Trippet	Trippet, Yoakum & Ballantyne Attorneys at Law 458 South Spring Street Los Angeles 13, California

SEVENTH: The members of this corporation shall consist of the persons who have demonstrated their interest in serving the blind and in the purposes of this corporation and who are admitted to membership pursuant to the provisions of the bylaws of this corporation.

IN WITNESS WHEREOF, for the purposes of forming this corporation under the laws of the State of California, we, the undersigned, constituting the incorporators, and the first directors of this corporation, have executed these Articles of Incorporation this 5th day of September, 1961.

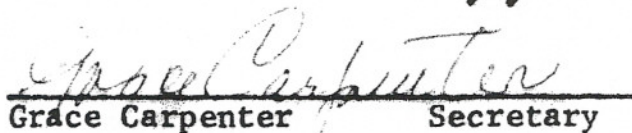
Louis S. Strauss
Mrs. Grace Carpenter
Mrs. Valley Knudsen
S. Charles Lee
George Alexander
W. W. Eaton
Albert Hanson
Dr. W. A. Pettit
Douglas F. Scott
Frank C. Sullivan
Oscar A. Trippet

2. At a regular members' meeting duly held on the 24th day of September, 1962, at 8 p.m., in the offices of the corporation at 741 North Vermont Avenue, Los Angeles, California, the foregoing Amended Articles of Incorporation was duly approved by a Resolution of the members identical in form to the Board of Directors' Resolution set forth above. The total number of members of the corporation entitled to vote on the adoption of the foregoing Amended Articles is 1,629. Each member is entitled to one vote. The number of members constituting a quorum is 50. The number of members voting in favor of adopting the Amended Articles was 1,108.

Dated September 24, 1962.



Oscar Trippet President



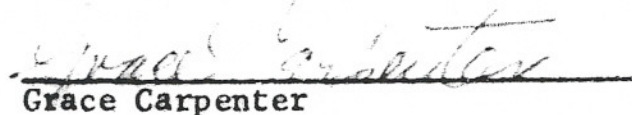
Grace Carpenter Secretary

We hereby certify, under penalty of perjury, that the foregoing is true and correct.

Executed this 24th day of September, 1962, at Los Angeles, California.



Oscar Trippet



Grace Carpenter

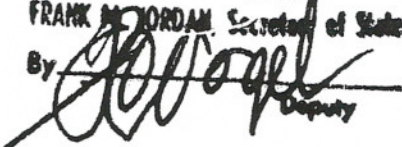
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470554
X FILED
In the office of the Secretary of State
of the State of California

CERTIFICATE OF AMENDMENT

OF

ARTICLES OF INCORPORATION

MAR 3 1967
FRANK M. JORDAN, Secretary of State
By  Deputy

MILES FLINT and GRACE CARPENTER certify:

1. That they are the President and the Secretary, respectively of BRILLE INSTITUTE OF AMERICA, INC., a California corporation.

2. That at a meeting of the Board of Directors of said corporation, duly held at Los Angeles, California, on February 23, 1967, the following resolution was adopted:

"RESOLVED that Article FOURTH of the Articles of Incorporation be amended to read as follows:

"FOURTH: This corporation is organized as a non-profit corporation pursuant to Part 1 of Division 2 of Title 1 of the Corporations Code. No member of this corporation shall be entitled to any individual interest, participation, share or property right in any of the assets of this corporation. No part of the net earnings of this corporation shall enure to the benefit of any private individual or member. Without limiting the education and training which the corporation provides to the blind, except as may be required by Revenue and Taxation Code Section 214, the property of this corporation is irrevocably dedicated to charitable purposes, and if this corporation is dissolved or liquidated, no member shall share in or receive any funds or assets of the corporation and such funds or other assets shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for charitable purposes, and which has established its tax exempt status under Section 501 (c)(3) of the Internal Revenue Code."

3. That the members have adopted said amendment by resolution at a meeting held at Los Angeles, California, on February 24, 1967. That the wording of the amended article, as set forth in the members' resolution, is the same as that set forth in the directors' resolution in Paragraph 2 above.

4. That the number of members who voted affirmatively for the adoption of said resolution is 1210, and that the number of members constituting a quorum is 167.

Miles Flint

MILES FLINT, President

Grace Carpenter

GRACE CARPENTER, Secretary

Each of the undersigned declares under penalty of perjury that the matters set forth in the foregoing certificate are true and correct.

Executed at Los Angeles, California, on February 24, 1967.

Miles Flint

MILES FLINT, President

Grace Carpenter

GRACE CARPENTER, Secretary





*Empowering visually impaired
people to live fulfilling lives*

BOARD OF DIRECTORS

Chairman

*George E. Thomas, *Thomas Partners Investments, LLC*

Members of the Board

Thomas K. Callister, *President, Resource Management & Marketing Solutions*

Caryl O. Crahan, *Managing Trustee, Julia Stearns Dockweiler Charitable Foundation*

*Michael C. Corley, *Partner, KPMG LLP*

Percy Duran III, Esq., *Attorney*

James H. Jackson, *Vice President & Chief Operating Officer, Alisal Guest Ranch*

Richard C. Lawton, *Retired CEO*

Michael J. D. Lindsay, *Retired Advertising Executive*

*John F. Llewellyn, *Chairman, Forest Lawn Memorial Park Association*

Richard A. Nelson, *Civil/Geotechnical Engineer*

John G. Nuanes, Esq., *Retired Attorney, Community Volunteer*

Jeanne Olenicoff, *Community Volunteer*

Nishan O. Partamian, *President, Trinity Asset Management*

James J. Rhodes, *Managing Director, Proteus Environmental Technologies*

Harvey Strode, *Principal, UCBB Capital & Transition Solutions LLC*

*Lester M. Sussman, *Senior Practice Director, Resources Global Professionals*

Philip V. Swan, *President, Philip V. Swan & Assoc.*

*David J. Wiegand, *Telecommunications Executive; Entrepreneur*

Diane Wilkinson, *Community Volunteer, Braille Institute Auxiliary Chair*

**Executive Committee*

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ITEM III-A – Attachment D

Grant Application, Dayle McIntosh Center for the Disabled (IV)

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