

# Serving Our Neighbors Together







ACCA, Inc. 2015 Annual Report





#### ACCA Member Churches

Annandale United Methodist Church Braddock Baptist Church Calvary Church of the Nazarene Church of Jesus Christ of Latter Day Saints, (Annandale Ward) Church of Jesus Christ of Latter Day Saints, (Little River Ward) Cornerstone Evangelical Free Church Culmore United Methodist Church First Presbyterian Church, Annandale Friendship United Methodist Church Holy Spirit Catholic Church Hope Lutheran Church John Calvin Presbyterian Church Lincolnia United Methodist Church Mount Pleasant Baptist Church Peace Lutheran Church Providence Presbyterian Church Queen of Apostles Catholic Church **Ravensworth Baptist Church** Sleepy Hollow United Methodist Church St. Alban's Episcopal Church St. Anthony of Padua Catholic Church St. Barnabas' Episcopal Church St. Michael's Catholic Church St. Paul's Episcopal Church United Baptist Church Warner Baptist Church

#### ACCA, Inc. FY2015 Officers

President: Gail V. Coleman

Vice President: Neal Mohlmann

Recording Secretary: Joy Savage

Treasurer: Homer Christensen

Corresponding Secretary: Sue Meekins

#### Child Development Center FY2015 Officers

Board Chair: Chuck Woods

Board Secretary: John Shortall

Director: Maria-Isabel Ballivian

#### Annandale Christian Community for Action

7200 Columbia Pike, Annandale VA 22003 Telephone: 703-256-0100 TTY: 703-803-7914 E-mail: <u>accacares@verizon.net</u> Website: <u>ACCAcares.org</u>









For service referrals, call Fairfax County Coordinated Service Planning at 703-222-0880 or your ACCA member church office.

Cover photo Serving Our Neighbors Together courtesy of Paul Westpheling

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# **Our Accomplishments**

In its 48th year, ACCA continued to provide high quality child care and served as the principal source of emergency assistance, including food, furniture and financial support, for our vulnerable neighbors.

The **ACCA Child Development Center** provided quality care and early education for 267 infants and children from low-income families.

**Family Emergency Assistance** provided \$278,382 in assistance for rent, utility bills, prescriptions and other needs to 516 households, which included 1,459 individuals.

The Food Pantry made 1,043 deliveries of food and other necessities, serving 3,243 people.

**Furniture** teams made 306 pick-ups of gently used or surplus furniture and made deliveries to 345 households, serving 1,380 grateful men, women and children.

**Transportation** ministry drivers provided 105 rides to and from medical appointments for 72 individuals.

Meals On Wheels volunteers delivered 8,932 meals to 50 elderly, convalescing and disabled adults.

**Housing Repair** worked in partnership with Rebuilding Together and more than 70 volunteers of all ages to renovate and upgrade a single-family home and a group home for disabled adults.

The **CROP Hunger Walk** raised \$18,940 in donations for Church World Service, of which \$4,735 was returned to ACCA for our emergency assistance programs.

**Ruffing Scholarships** of \$4,000 per year for college education were provided to four local students with disabilities. The *Making A Difference* Award for volunteer service, which included a \$500 check, was presented to a graduating senior at Annandale High School.

**ACCA** continued to participate in Fairfax County initiatives such as prevention of hypothermia, ending homelessness, emergency preparedness and encouraging interfaith dialogue.

**Communications** flowed to member churches, community partners and individuals through our website, print and electronic newsletters, annual report and brochure, service brochures in English and Spanish, Facebook, Volunteer Fairfax and the Catalogue for Philanthropy.

The **Development** team worked to expand the number of ways for donors to give and to strengthen ACCA's organizational capacity.

In FY2015, ACCA's work was made possible by about 500 repeat volunteers and hundreds of one-time volunteers, in addition to monetary and in-kind contributions from member churches, individuals and community benefactors. Other funding came from grants and county, state and federal programs for aid to low-income households and for early childhood education.

# **From the President**

#### Gail Coleman, President, ACCA, Inc., gv.coleman@verizon.net

As you read these pages you will see why I am so proud to be associated with ACCA. On a daily basis our cadre of volunteers strives to "do what Jesus would do" by helping those in need in our own backyard. ACCA is recognized by the Catalogue for Philanthropy as "one of the best small non-profits in the Metro area."

ACCA's Child Development Center (CDC) has had a very successful year. The CDC operated at or close to full capacity and greatly improved its financial position. A new initiative this year was a

three-week school readiness camp to prepare children entering kindergarten. Through the leadership of its director Maria-Isabel Ballivian, the CDC has again received a four-star rating from the Virginia Star Quality Initiative.

ACCA Human Services Ministries could not do its work without the assistance of Fairfax County Coordinated Service Planning, which screens needy clients and sends referrals to ACCA. We celebrated this partnership at our annual Partners and Pastors Luncheon in October, which focused on "A Celebration of Neighborhood and Creating Community."



Beginning in late FY 2014 we received an extraordinary increase in emergency food referrals. Requests for emergency financial assistance for rent and utilities also continued at very high levels.

I was particularly moved by the story of a family who needed help for medicine for malaria that was not covered by Medicaid. We were able to provide this medication through a grant for prescription medicine that we received from the Annandale Rotary Club. Another client was able to acquire a service dog because ACCA helped her with the payment of a month's rent. A grateful client sent us a note with a picture of her six-year-old son, telling us, "If it wasn't for your organization I would be homeless now. I just wanted to thank you from the bottom of my heart for your help. I hope one day to work for an organization such as yours."



ACCA is able to do its work through generous financial support from member churches, grants, community organizations and individual contributions. Particularly important is our annual Challenge Grant, the seeds of which have come from a generous grant from the Washington Forrest Foundation and a group of anonymous donors. In calendar year 2014 a substantial grant from United Way permitted us to provide assistance to needy people outside of our area. ACCA also receives in-kind contributions, such as donations of food, furniture, and bedding. Among the many food drives were those conducted by the Boy Scouts, the National Association of Letter Carriers, and Fairfax County and MV Transportation (Stuff-the-Bus). ACCA churches also participated in food drives at local supermarkets on the annual tri-state Day of Service, including an inter-faith drive with the Dar Al-Hijrah Islamic Center and the Baha'i Faith. In addition, Braddock District Supervisor John Cook and Mason District Supervisor Penny Gross collected and donated food to ACCA.

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Another way of supporting ACCA is through planned giving. In recent years, ACCA has received generous bequests from the estates of former ACCA volunteers. To use these funds wisely, we have established a Legacy Fund to address unanticipated needs and opportunities. In addition, we have developed a bequest brochure to assist supporters who would like to recognize ACCA in their estate planning.

ACCA has made further strides this year in enhancing communications, increasing our followers on Facebook through active monitoring and posting on the site, and in the development of a volunteer data base. We have also linked the organization to the Amazon Smile program, which provides a small donation to ACCA each time people who have designated ACCA make purchases on Amazon. In addition, ACCA is in the process of adapting its IT Tool to the Food Pantry program, which will allow ACCA to automate much of its processing and recordkeeping, as it has done for the Family Emergency program.

ACCA's service to the needy in our community would not be possible without our volunteers. In addition to the hundreds of individual volunteers, I want to thank our officers, our committee chairs who serve as heads of the ACCA-supported programs, and our Official Representatives who provide essential coordination and communication with our member churches. In particular, I want to thank Fred Holmes, who has recently resigned from ACCA after decades of faithful service. Fred has been a mainstay to the organization and we do miss him.

# **About ACCA**

Our mission: Doing what Jesus would do by serving our neighbors in need.

"Whatsoever you do for the least of my people, that you do unto me." (Matthew 25:40)

The Annandale Christian Community for Action (ACCA) is a church-related voluntary organization whose purpose is to unite Christians to promote and sponsor Christian charitable social services. ACCA, Inc. includes two entities, the ACCA Human Service Ministries and the ACCA Child Development Center (CDC). ACCA, Inc. is a 501(c)(3) non-profit corporation.



ACCA provides a range of services for the needy in the Annandale, Lincolnia, Bailey's Crossroads and Culmore areas of Fairfax County through collaboration of its 26 member churches with Fairfax County and other human service agencies. The boundaries served by ACCA can be seen on the map on page 23.

ACCA's core ministries are developmental childcare, provided by the CDC; and family emergency assistance, emergency food and hygiene products, pick-up and delivery of furniture for needy families and transportation to medical appointments, provided by the Human Service Ministries. ACCA also supports Rebuilding Together (housing rehabilitation), the Annandale CROP Hunger Walk, Meals On Wheels and scholarships for students with disabilities. ACCA maintains partnerships with Shelter House, Bailey's Crossroads Community Shelter and the Center for Pastoral Counseling of Virginia and also facilitates an annual *Making a Difference Award* at Annandale High School for volunteer service.

Volunteers provide all services by the Human Services Ministries. ACCA's committee chairs and coordinators are responsible for program operation, volunteer training, financial management, recordkeeping and accountability. The Development Committee supports fundraising and advocacy efforts in support of ACCA's mission. ACCA, Inc. is governed by a Board consisting of officers, the CDC Board chair, committee chairs and Official Representatives (ORs) from the 26 member churches.

The ORs serve as ACCA liaisons to pastors, a communications network and recruiters of volunteers. ACCA, Inc. is funded by contributions from its member churches, individuals and businesses and organizations; grants from Fairfax County and other sources; and in-kind contributions, including facilities and maintenance of the Food Pantry provided by Fairfax County.

The CDC has a separate operating budget and Board of Directors, whose authority and responsibilities are laid out in the bylaws of ACCA, Inc. The CDC maintains close ties to ACCA through the CDC Board chair, the appointment of CDC Board members by ACCA, membership on the Finance Committee and coordination with the Development Committee. The CDC receives its funding through tuition, childcare subsidies and fundraising, as well as a transfer of funds from ACCA, Inc. In addition, the CDC receives in-kind support from Fairfax County for facilities, maintenance and special education.

# **Strategic Priorities for FY2015 through FY2016**

In FY2015 the Board approved a strategic plan for FY 2015–2016, including the following strategic priorities and operational initiatives:

- 1. Expand Volunteer Base. Initiatives include:
  - a. Expand recruitment of volunteers from member churches, community households, schools and businesses.
  - b. Develop and conduct ACCA briefings with community organizations as part of a community outreach effort to recruit volunteers, donors and partners. Emphasize in all interaction that ACCA is a principal source for emergency aid in our area and we are highly dependent on volunteering.
  - c. Maintain an ongoing list of volunteers from all the programs.
  - d. Determine ways to recognize volunteers for their work, such as through awards, group events, tee shirts, etc.
- 2. Improve Engagement with Member Churches and the Community. Initiatives include:
  - a. Mentor/train ORs, encourage ORs to attend meetings and engage ORs more in board meetings. Encourage ORs to share best practices at Board meetings. Encourage churches without ORs to appoint an OR.
  - b. Interact more with pastors and churches. Conduct briefings on ACCA with church staff and leadership where appropriate.
  - c. Obtain email addresses from donors and other contacts where feasible in order to send e-newsletters and generally maintain a presence.
  - d. Promote ACCA by conducting briefings with civic associations and other community organizations as part of a community outreach effort to recruit volunteers, donors and partners. Emphasize in all interaction that ACCA is a principal source for emergency aid in our area.
  - e. Encourage board members to meet with local businesses to promote ACCA and recruit donors and partners.

#### 3. Develop Donation Opportunities. Initiatives include:

- a. Expand monetary and in-kind donations from individuals and businesses, such as through briefings and direct solicitations.
- b. Promote and facilitate estate giving.
- c. Explore planned giving from individuals.
- d. Continue to cultivate online giving.
- e. Enhance the solicitation of employers' matching gifts.
- f. Integrate and leverage ACCA, Inc. and ACCA CDC fundraising
- g. Consider alternative fund-raising tools; explore what other faith-based organizations do.

#### 4. Enhance ACCA's Use of Information Technology. Initiatives include:

- a. Develop an IT Tool to support the Furniture and Pantry ministries.
- b. Expand the leveraging of CDC and HSM's respective IT resources to aid in promoting and implementing both of these ACCA programs.
- c. Expand the use of electronic tools to facilitate communications, development, document sharing, volunteer recruitment and community outreach.
- d. Update and enhance the use of ACCA's electronic communications tools, such as its webpage, Facebook and e-newsletter, to expand ACCA's outreach.

# **Child Development Center**

#### Chuck Woods, Board Chair, <u>Jcwoods2@verizon.net</u>

Mission: To provide affordable high-quality early education and developmentally appropriate care for children ages 3 months to 5 years, in a safe, healthy and diverse environment.

In FY2015, the ACCA Child Development Center increased parental involvement, enriched the curriculum, enhanced professional development opportunities for staff members, enhanced learning environments and improved campus security and classroom management with the deployment of a state-of-the-art camera system. The program is licensed for 230 children, from infants to preschoolers.

The Center served 267 children, compared to 260 the previous fiscal year. Enrollment rates were increased and maintained above 95% for most of the year. The demographic profile of families served was: 80% White,



13% African American and 7% Asian. More specifically, 73% of the children and families were of Latino heritage. The average yearly income of families was less than \$26,000.

During FY2015, the program provided special needs services to 138 children. The speech pathologist conducted 427 sessions for 114 children, the occupational therapist provided 110 sessions for 34 children and 5 children received 8 hours of one-on-one counseling services. Developmental, dental, hearing and vision screenings were administered to all preschool children. Forty-nine parent consultations for 41 children took place.

The Center continued to invest in the Children's Garden, where infants to preschoolers learned about plants, soil, vegetables, the environment, healthier nutritional habits, math, science and art and increased their vocabulary and language skills.

The Center provided 140 hours of professional development. Several teachers renewed their Child Development Associate (CDA) certificates, 5 obtained CDA credentials and 10 others continued to work toward their respective college degrees.

The program received invaluable support from Wolf Trap, National Association for the Education of Young Children, Virginia Preschool Initiative, Council for Professional Recognition, Reading Is Fundamental, Cardinal Bank, TD Bank, Kinder Kick-It, Fairfax County Neighborhood School Readiness

Team, Fairfax County Office for Children, Fairfax County Public Schools, George Mason University, Faith Alliance for Climate Solutions (FACS), Stratford University, Northern Virginia Community College, Fairfax County Ready to Read, Fairfax Futures, Annandale Chamber of Commerce, ECDE Consulting, Century 21, National Association for Child Care and Referral Agencies, School Readiness Consulting, Federal Leadership Institute, Cox Communications and Birch Communications.



I was a stranger and you welcomed me. (Matthew 25:35)

In FY2015, the Center generated \$3,125,003 in revenue from the following sources:

- 54% from government tuition subsidies
- 19% from parent tuition payments
- 15% from in-kind support
- 7% from grants
- 4% from ACCA, Inc.
- 1% from other sources

During FY2015, the Center had expenditures of \$3,136,500, which were allocated as follows:

- 63% for personnel costs
- 15% for in-kind expenses
- 12% for food service and supplies
- 4% for professional fees and insurance
- 2% for Virginia Preschool Initiative
- 3% for rent, maintenance and custodial
- 1% for depreciation

# **Emergency** Assistance

#### Marie Markey, Committee Chair, <u>mmarkey27@verizon.net</u>

The Family Emergency Assistance (FEA) ministry helps families and individuals facing financial crises. In FY2015, ACCA provided immediate aid to 516 households (1,459 men, women and children) for rent or security deposits, utilities, prescription drugs, dental care, medical or dental needs and miscellaneous purposes.

Most requests were for rent to avoid eviction or to move out of shelters. Low-income families often must spend up to two-thirds of their income on rent because of the shortage of affordable housing in our area. They are frequently in danger of losing their housing when faced with unemployment, reductions in work hours, injury or illness.

ACCA has 16 volunteer "money captains" on duty for a week at a time who receive referrals for assistance from Fairfax County social workers, member churches, schools, our Child Development Center and social service agencies. Considering the facts of each case, the money captain determines client eligibility and then sends electronic requests to the ACCA Treasurer, who sends checks directly to the providers of goods and services. Since 2011, this process has been simplified and made more efficient by the use of email and the web-based IT Tool developed by ACCA volunteers. Amounts pledged usually fall within ACCA



guidelines based on household size and the purpose of the aid, except in emergencies such as preventing an eviction or utility shut-off or securing essential medications. In other cases, ACCA pledges what we can afford given the resources available and then social workers seek the remainder from other sources. The total distributed in FY2015 for Family Emergency Assistance was \$278,382 — an average of \$539.50 per household. A portion of the funding for the program came from grants of \$55,500 from the Fairfax County Consolidated Funding Pool (CCFP), \$3,500 from the Emergency Food and Shelter program (EFSP) and \$15,000 from United Way. The balance came from unrestricted grants and donations from individuals, churches and community organizations.

A prolonged cold winter in 2014–15 required us to transfer \$14,000 in additional funds from reserves. Normally, ACCA experiences a reduction in requests in March or April but this year, requests did not go down until June.

Due to high need within our service area, ACCA is not ordinarily able to respond to out-of-area requests except in cases of dire need. In calendar 2014, however, the grant we received from United Way was used primarily to provide out-of-area assistance.

Expenditures for Family Emergency Assistance in FY2015 were:

- \$232,156 for rent/security deposits (including \$3,500 from EFSP)
- \$41,128 for utility bills (electricity, gas, water)
- \$3,401 for prescription drugs, dental care and other medical needs
- \$1,698 for miscellaneous expenses such as gasoline, bus fares or funerals

Our donors and volunteers changed lives by providing immediate help and hope to our most vulnerable neighbors. Each year, new money captains are needed for this critical ministry as our volunteers retire, move away or pass on.

### Food Programs – Pantry

#### Jean Rackowski, Committee Chair, <u>henry.jean@verizon.net</u>

ACCA's nutrition/hygiene ministry provides nutritious food and other essentials for healthy living to needy families and individuals in our community. In FY2015, we made 1,043 deliveries to households that included 3,243 men, women and children.

The Pantry supplies fresh, frozen, dried and canned goods as well as toilet paper, dish and laundry detergent, bars of soap and diapers for both children and adults. Referrals come from Fairfax County social workers, schools, Bethany House, Homestretch, Northern Virginia Family Service, ACCA churches, other organizations and concerned neighbors. We also provide food in lieu of financial support so families can use their limited funds to avoid eviction or cut-off of utilities.

Most of the non-perishable food is obtained through food drives. The major drives are the National Association of Letter Carriers' in May and the Boy Scouts' in November. This year we also had additional drives by ACCA member churches, individuals, sport teams, schools, businesses and community organizations, all of which helped to meet the increased need for assistance.

Several churches and individuals started community gardens and have donated their excess produce to the Pantry so the families receive extra fresh vegetables in their delivery. The Lion's Club furnished fresh fruit during the winter and spring months.



The program also receives dedicated cash donations from churches, businesses and individuals, which are used to buy perishable food and other items that are not donated in the quantities needed, such as diapers, toilet paper and detergent.

Expenditures for the Pantry in FY2015 were approximately \$36,000. A grant of \$30,000 was received from the Fairfax County Consolidated Community Funding Pool.

The Pantry normally maintains enough inventory to serve 15-25 families each week. A family may receive several deliveries to help them become self-sufficient. Sometimes deliveries from the Pantry are offered instead of some portion of financial assistance. There are guidelines for types and quantities of food to be delivered to different sizes of households. We also attempt to accommodate special diets and ethnic preferences.

We maintain approximately 100 volunteers at all times. In addition to the food captains who receive referrals by e-mail or phone and contact the volunteers who make deliveries, volunteers buy food, transport donated food from the churches to the Pantry, maintain the Pantry, and administer the program. Our volunteers include many students earning community service hours for their schools or churches.

We continue to modify our program to reach as many needy individuals as possible. For example, we have provided food for distribution at Bailey's Elementary School, Bailey's Shelter and other food banks when we have excess.

# Food Program — Meals on Wheels (MOW)

Cheri White, ACCA Coordinator for Annandale MOW, <u>cwhite8333@gmail.com</u> Mary Lee Di Spirito, ACCA Liaison to MOW of Eastern Fairfax, <u>ddmld@verizon.net</u>

Annandale Meals on Wheels (MOW) delivers two nutritious meals (hot and cold) each weekday to elderly, convalescing and disabled homebound adults. ACCA provides the leadership and volunteer drivers for the Annandale program. Clients are screened and referred by the Fairfax County Area Agency on Aging and logistical support is provided by Meals on Wheels of Eastern Fairfax.

Jeffery's Catering provides food for the Annandale MOW. A recent survey indicated that clients are very happy with the quality of food, which meets at least two-thirds



of the requirements for recommended dietary allowances for adults. The United Baptist Church donates the MOW office space from which volunteer drivers pick up and deliver the meals.

The Annandale MOW program served 50 clients throughout the year, averaging 21 clients per day. Volunteers made 4,466 deliveries of 8,932 meals. In addition, through MOW of Eastern Fairfax, we delivered approximately 30 Thanksgiving and Christmas meals to Annandale MOW clients.

Central Fairfax Services (CFS), a nonprofit program supporting intellectually disabled adults, managed one of the three Annandale MOW routes. CFS clients, assisted by an aide, made the deliveries. This helps provide developmental training to those clients.

#### **Food Programs** — **CROP Hunger Walk** *Camille Mittelholtz, CROP Hunger Walk Coordinator,* <u>kcmittelholtz@gmail.com</u>

The Annandale CROP Hunger Walk is sponsored by ACCA to raise funds for Church World Service (CWS) and for our own programs. Since Annandale's first CROP Walk in 1979, ACCA has raised nearly \$500,000 for Church World Service.

Church World Service (CWS) is a cooperative ministry of 37 Christian denominations that works to eradicate hunger and poverty. "CROP" refers to Communities Responding to Overcome Poverty. There are more than 1,600 CROP Hunger Walks across the United States each year. CWS works with Christian organizations in over 80 countries to help communities recover after natural disasters, assist refugees, supply food for people affected by drought and support local sustainable development projects that help people improve their lives. In the



United States, CWS helps communities respond to disasters, assists with refugee resettlement and works with some 2,200 local food pantries and poverty-fighting organizations.

The 2014 Annandale CROP Hunger Walk was held on October 18 at Lake Accotink Park. The 2014 Annandale Walk raised \$18,940 in donations for Church World Service, which returned \$4,735 to ACCA for our programs to fight hunger and poverty. A total of thirteen ACCA churches participated in the 2014 walk through walkers, volunteers and/or donations from members. About 82 walkers and volunteers participated. ACCA also sponsored a CROP Hunger Walk Poster Contest to help our youth learn about hunger and about the walk.

Fairfax County Board Chair Sharon Bulova and Supervisor Penny Gross joined the walk opening ceremony. The Supervisors thanked the participants for taking action to fight poverty and hunger and expressed their appreciation for the partnership between ACCA and Fairfax County.

Most of the need for CROP Walk volunteers is in the fall. The recruiters at each church publicize the walk, sign up walkers and sponsors, enlist volunteers and donations of snacks and manage the donation collections. Other volunteer needs include a coordinator for walk arrangements, a treasurer and helpers for the day of the walk. The 2015 CROP Walk is scheduled for October 17 at Lake Accotink Park.



I was a stranger and you welcomed me. (Matthew 25:35)

## Furniture

# Don and Mary Lee Di Spirito, Chair and Communications Coordinator, <u>ddmld@verizon.net</u>

For the past sixteen years, the ACCA furniture ministry has been making an immediate impact on the quality of the home lives of the more than 21,000 Individuals it has served. In FY 2015 we delivered 1,489 items to 1,380 persons in 345 needy households and completed 306 pickups of donated furniture. In all, 233 volunteers provided 4,698 hours of volunteer labor.

In Fiscal Year 2015, we

- Continued our partnership with the KEYS for the Homeless Foundation, Inc., which serves as a clearing house for donated furniture items and provided us with an abundance of quality furniture.
- Collaborated with Global Sustainability Solutions in Manassas, VA, who arranged for ACCA to gather 68 full size mattresses and box springs from Extended Stay America facilities in

Fairfax and Springfield and an additional 30 full size bed sets from TownePlace Suites Dulles Airport in Sterling, VA.

- Received continued County grant support for storage space and received access to a vacant supermarket space in the Annandale Shopping Center, which was made possible by manager Carol Zach Ruess. This enabled us to store the large donations of furniture from our partners.
- Organized and completed the seventh annual outerwear clothing drive to aid day laborers,

shelter residents and children at the ACCA Child Development Center. Two drives were completed during the winter, involving seven ACCA churches and organizations.

- Strengthened and expanded our partnership with the Fairfax County Neighborhood and Community Services Department (NCS), which vets furniture requests, and collaborated with other furniture operations through the reestablishment of a Fairfax County Furniture Network.
- Reduced our operational truck fleet to two box trucks by retiring our 28-year-old large cargo truck to storage status and giving our 22-year-old pickup truck to Annandale High School for use in its automotive training department. This allowed us to reduce insurance, fuel and repair costs.
- Established teams to sustain our furniture ministry, including a mid-week team that pre-arranges the furniture needed for the Saturday deliveries; a team to oversee up-keep and fueling of trucks; a team that services our linen closet, bundling the many bed-related donations received; and an interim team to handle recycling runs.
- Continued networking arrangements with other furniture operations in the county, enabling us to share supplies and maintain a mix of most-needed furniture. These partners include: Share, Inc. in McLean, Falls Church Community Service Council, Inc. and Pender United Methodist in Fairfax.
- Strengthened and expanded partnerships needed to sustain regular operations and meet new operational challenges. These include the Annandale Rotary Club, which supplies the fuel for our diesel truck; Goodwin House, which supplies us with donated furniture; Bailey's Crossroads and Patrick Henry Shelters, from whom we receive referrals; and local schools, who help us with outreach and volunteers.

For I was hungry and you gave me food, I was thirsty, you gave me drink.

#### **Transportation** Madeline Crytzer, Committee Chair, <u>mimisama@aol.com</u> Ray Hanlein, Scheduling Coordinator, <u>rayhanlein@yahoo.com</u>

Many in our community are unable to keep medical appointments because they cannot drive or use public transportation. Some people face these problems only when they become ill or need a check-up. Others have a continuing need for rides to appointments, such as for physical or mental health therapy, cancer treatment sessions or dialysis.

Volunteer drivers from 11 ACCA member churches provided transportation assistance in FY2015, with help from additional individuals who served as substitute drivers when a church needed additional volunteers. Several clients used the service more than once (e.g., for chemotherapy or dialysis) for a total of 105 client transports.



Participating Churches		Rides	Clients
Lincolnia United Methodist		9	6
Annandale United Methodist		9	6
Holy Spirit Catholic		14	12
St. Alban's Episcopal		14	9
John Calvin Presbyterian		7	4
Queen of Apostles Catholic		9	6
Ravensworth Baptist		10	7
St. Michael's Catholic		6	5
Culmore United Methodist		8	5
St. Barnabas' Episcopal		10	7
Church of Jesus Christ, LDS		9	5
	TOTALS:	105	72

During FY2015, the Transportation program collaborated with the Fairfax County Neighborhood and Community Services, Evergreen House, Lincolnia Senior Center and Northern Virginia Family Service in responding to requests for service, especially for the elderly.

The automated tracking system continued to facilitate the process for accepting rides and locating and assigning drivers.

# **Housing Repair**

#### Marie Monsen, Rebuilding Together Chair, <u>mamonsen@verizon.net</u>

On April 25, 2015, 76 volunteers from six churches got together to repair a house and a group home for learning disabled adult men in Springfield. Workers came from Annandale United Methodist, John Calvin and Providence Presbyterian, Latter-Day Saints, Ravensworth Baptist and St. Barnabas' Episcopal Churches. Experienced house captains Ken Mittelholtz, Frank Spink, John Clarke, Brad Moffett and Jim Stewart directed the work.

At the group home the volunteers painted most of the rooms and hallways inside and the soffits outside, repaired the kitchen and dining room floors, installed bolster supports for the sinks in two bathrooms and repaired the rear deck. They also trimmed shrubs and cleared away fallen trees, leaves and brush. At the private home, they repaired the rear deck and steps, removed old tile in the kitchen, front hallway and powder room and installed new tile, molding and a new toilet in the powder room. They also installed a new main water shut-off valve and several new electrical outlets. At the end of the day, the group home administrators thanked the house captains profusely and told them how much it meant to staff and residents alike to see the house newly painted and spruced up. The homeowner was equally happy with the results. As always, the volunteers felt blessed knowing God's grace was flowing through us to those we were helping.

Since 1990, ACCA volunteers, in partnership with Rebuilding Together (RT), have provided home repair assistance to 117 low-income homeowners and group home providers, primarily seniors, persons with disabilities and families with children. Over those 26 years, this amounts to some 45,000 volunteer hours. RT is the largest volunteer home repair program in the United States. Our common goal is to provide a safe, accessible and healthy environment for those we serve.



Volunteers range from age 16 to 80 and bring a variety of skills and skill levels to perform tasks ranging from

carpentry, painting, plumbing and yard work to providing sandwiches, snacks and beverages. The work is organized and directed by house captains who contribute their expertise and countless hours to ensure that the work is done well and on time. Staff from the RT Arlington/Fairfax/Falls Church affiliate inspect the houses, work with the homeowners, make house assignments and provide insurance for the volunteers. The repairs are funded by the participating churches and individuals.

ACCA supporters are urged to be on the lookout for homeowners who might benefit from our help in the future. Those with annual income less than \$30,000, especially seniors, may qualify.

Other ways in which ACCA addresses the needs for housing and temporary shelter are:

- Providing volunteer support to Shelter House and Bailey's Shelter
- Assisting families in crisis with money for rent and utility bills
- Providing rent, food and furniture for families leaving shelters
- Serving on task forces in support of Fairfax County's initiative to end homelessness
- Participating in Faith Communities in Action to promote co-ordination of initiatives
- Encouraging churches to participate in the County's Hypothermia Prevention program

For more information on how to become involved in Rebuilding Together, contact Marie Monsen.

For I was hungry and you gave me food, I was thirsty, you gave me drink.

### The Emily and Fred Ruffing Scholarships Ann Marie Hicks, Committee Chair, amhicks@aol.com

Since 1979, ACCA has awarded four-year college scholarships, currently \$4,000 per year, to high school seniors who have overcome disabilities to succeed in school and life. Financial need is also a strong consideration. Awards are made as a tribute to Emily and Fred Ruffing, leaders of the lay group who founded ACCA. Fred Ruffing was developing a program for the deaf at his Central Intelligence Agency (CIA) workplace when he died of a biking accident. Emily Ruffing (a volunteer for

ACCA since 1967 and first chair of the Family Emergency Committee) served for 33 years as Coordinator of Students Services at the ACCA Child Development Center, where she provided support for children and families with special needs.

The scholarship program was inspired by the Ruffings' dedication to assisting persons with disabilities as well as their roles in founding ACCA. It honors students who have overcome special challenges and lends support for achieving their goals. The Ruffing scholarships also afford ACCA an opportunity to provide these students with two outstanding models of Christian life in action.



As of July 2015, ACCA has awarded \$270,450 to 41 students. The recipients for the 2015/2016 academic year were:

- Genesis Andia, George Mason University (Psychology Major)
- Raymond Phung, George Mason University (IT Major/School of Engineering)
- Darling Perez, George Mason University (General Studies)
- Esraa Mahran, George Mason University (General Studies)

Ruffing Scholarships are supported by designated donations to ACCA, supplemented from the General Fund. Scholarship applications are solicited through outreach to Fairfax County schools.

# **Development**

#### Pat Donahue, Chair, Development Committee, <u>development@accacares.org</u>

The Development Committee undertakes several lines of effort to raise and maintain resources that help ACCA programs deliver goods and services to our neighbors in need.

Support from Public and Private Funders: Our member churches donated nearly \$140,000 to ACCA. Our Child Development Center and Human Services Ministries received a combined total of about \$135,000 in federal grants and about \$155,000 in grants from Virginia and Fairfax County.

Fundraising Campaigns: Our major fundraising effort is the annual Challenge Grant campaign. The 2014–2015 Challenge Grant campaign began with a \$15,000 grant from the Washington Forrest Foundation, which was supplemented by \$28,500 in donations from eight anonymous donors. With this base of \$43,500, ACCA challenged its supporters to raise three dollars for every dollar in the starting base between October and January, resulting in an additional \$123,000 raised. ACCA also participated in fundraising campaigns hosted by some of our partners. ACCA participated in the U.S. Office of Personnel Management's Combined Federal Campaign, which resulted in over \$20,000 in pledged donations through payroll deductions. ACCA's participation in the Church World Service's annual CROP Hunger Walk resulted in \$4,700 in donations. Our participation in the United Way's National Capital Area workplace and Do More 24 campaigns resulted in about \$3,500 in donations.

We are gratified that the Catalogue for Philanthropy continued to list ACCA as "One of the Best" small non-profits in the DC Area, which helped encourage Greater Washington area residents to contribute to ACCA.

In all, ACCA raised more than \$420,000 from our member churches, nearly 90 government agencies, businesses and community organization partners and more than 600 individual donors.

Volunteer Support: ACCA is powered by more than 500 volunteers who repeatedly donate their time to its various programs, as well as the hundreds of one-time volunteers who join either a regular service delivery or a special event, such as the Rebuilding Together event each April.

In-kind Donations: During the past year, ACCA was very fortunate to receive about half a million dollars in in-kind donations from its community partners. For instance, the Child Development Center is housed in a former school building that Fairfax County donates to ACCA. In addition, our



Food and Furniture programs received groceries, storage space, furnishings and other goods and services valued at over \$100,000 from our community partners and individuals.

Other Achievements: The Development Committee worked with the Communications Committee to expand the number of ways for donors to give.

- We developed a Bequest brochure to encourage and explain these types of donations.
- We also improved and expanded the number of ways for donors to contribute online. For instance, ACCA can accept online donations through the Catalogue for Philanthropy, PayPal and the United Way's DoMore24 campaign.

The Development Committee also worked to improve ACCA's organizational capacity by:

- Developing and executing an online survey of its Board members to help in the strategic planning process.
- Recording and disseminating our procedures for executing our annual Challenge Grant campaign.
- Developing an integrated volunteer-donor database to help ACCA communicate with its supporters and better leverage its resources.

All of this generosity from our community partners enabled ACCA to serve the thousands of our neighbors who are in need. Thank you for your continuing support.

# **Communications**

#### Martha Romans, Chair, Communications Committee, <u>mromans@verizon.net</u>

The communications committee works to raise awareness about ACCA through various communications channels. A key accomplishment this year was developing a communications policy, which was adopted by the ACCA board and added to the ACCA Handbook. The policy states that, "The goal of ACCA communications is to raise awareness about ACCA's mission and work, engage current and new supporters and build community." The communications policy sets forth guidelines and procedures to lend clarity for volunteers responsible for ACCA communications.

In recognition of its financial support, the Fairfax County logo now appears on ACCA publications, together with the logos of the United Way, the Combined Federal Campaign and the Catalogue for Philanthropy.

E-Newsletter: In FY2015, the ACCA e-newsletter was published monthly, with a combined June/July issue. Circulation increased from 590 to 614. The e-newsletter features news and photos of ACCA-sponsored events, updates from ACCA ministries and announcements of events relevant to ACCA's mission. We encourage ACCA member churches to share the newsletter with their members via their websites or other email communications. A signup form to subscribe to the newsletter is available on the ACCA website.

Print Newsletter: ACCA published three issues of its print newsletter in FY2015, printing and distributing 4,000 copies. This newsletter is distributed through member churches and serves those who do not use online communication.

Social Media: ACCA continued to build its presence on social media, using Facebook to share photos of ACCA-related events as well as to recognize its partners and supporters. As of June 2015, 220 people were following the ACCA Facebook page.

We added a "Donate" tab on the Facebook page to accept online donations via Paypal. We also added a tab that links to ACCA's Amazon Smile page. When shoppers access the Amazon website through this link, the Amazon Foundation makes a donation to ACCA equal to .5 percent of the price of items purchased. This is an easy, no cost way for individuals to donate to ACCA.

Development: The Communications Committee worked with the Development Committee on the United Way's Do More 24 online fundraiser in June 2015. The Development Committee made a significant effort to develop a consolidated list of volunteers and donors. This formed the basis for our email outreach, which we supplemented with a flyer sent to ACCA churches and postings on social media.

Annual Report: The Communications Committee, with assistance from Joy Savage, Gail Coleman and Fred Holmes among many others, produced ACCA's 25-page Annual Report for distribution at the annual Pastors and Partners Luncheon and to various donors as part of the Challenge Grant Campaign. The report included photos, a list of ACCA's business and organizational donors (both cash and in-kind) and partnering organizations, in addition to reports on the ACCA ministries. The report is available on the ACCA website along with the annual report brochure, a tri-fold summary report that was mailed to ACCA donors.

Publicity: ACCA was mentioned in the Washington Post, the Annandale Blog and Supervisor Penny Gross's Mason District Newsletter.

Volunteers are always needed to take pictures at ACCA-related events, write articles and post information on Facebook. Contact Martha Romans for more information.

## Finance

#### Norman Hicks, Committee Chair, <u>nhicks4@cox.net</u>

The Finance Committee met four times during FY2015, reviewing financial results and guiding the work of the auditors. The audit for 2014 found no deficiencies in ACCA's accounts. The auditor's review of management procedures suggested a few of areas in which procedures could be improved and these have been adopted. The auditor also asked that all board members sign conflict of interest statements each year, but this was deemed impractical and unnecessary. Instead, ACCA will follow its existing policy of requiring all board members to sign a conflict of interest statement and annually reminding Board members of the requirements of the conflict of interest policy.

In May, the Committee recommended an increase in the budget for Family Emergency expenditures due to increased demand for rent and other payments. At the Committee's suggestion, the Board approved an increase of up to \$25,000 in the budget. In fact, only \$14,000 of this amount was actually needed. In addition, the Committee recommended that the monthly payments to the CDC be reduced in May and June, based on the continued good financial position of the CDC. The ACCA Board approved this recommendation, subject to a monthly review by the Treasurer, the Finance Chair and the CDC Chair.

An initial meeting with the auditors on the work program for the FY2015 audit was held in June 2015. There was a general discussion of the role of the ACCA Board in providing oversight to prevent fraud and the misappropriation of funds and the Committee reviewed our procedures with them. The audit for FY2015 was completed in August 2015 and discussed with the Finance Committee in September. Once it is made final, it will be available on the web page or at the CDC.

	HSM FY2015	CDC FY2015	ACCA Inc FY2015
Statement of Financial Position			
Current Assets			
Cash and cash Equivalents	515,314.39	704,383.52	1,219,697.91
Accounts Receivable	5,811.10	194,258.85	200,069.95
Other Current Assets	22,256.83	17,346.03	39,602.86
Total Current assets	543,382.32	915,988.40	1,459,370.72
Property at cost			
Net of accumulated depreciation	14,166.67	200,881.79	215,048.46
Total Other Assets	31,641.76	0.00	31,641.76
Total Assets	589,190.75	1,116,870.19	1,706,060.94
Total Liabilities	2,157.41	211,767.58	213,924.99
Net Assets			
Unrestricted -General beginning of year	118,680.95	900,599.76	1,019,280.71
Net of operations	149,683.25	(143,997.15)	5,686.10
Interfund transfer	(132,500.00)	132,500.00	0.00
Unrestricted-Board designated	404,703.00	0.00	404,703.00
Temporarily restricted	45,099.97	16,000.00	61,099.97
Total Net Assets	587,033.34	905,102.61	1,492,135.95
Total Liabilities and net assets	589,190.75	1,116,870.19	1,706,060.94

For I was hungry and you gave me food, I was thirsty, you gave me drink.

-	HSM	CDC	ACCA Inc
-	FY2015	FY2015	FY2015
Statement of Receipts & Expenditures			
Receipts			
Total Tuition	0.00	2,269,086.61	2,269,086.61
Church Support	128,394.30	1,600.00	129,994.30
Individual Contributions	220,390.16	21,150.00	241,540.16
Organization & Business Support	38,264.38	12,251.72	50,516.10
Total Support thru Contributions	387,048.84	35,001.72	422,050.56
Grants- Organizations & Business	34,500.00	0.00	34,500.00
Grants- Fairfax County	110,200.00	75,475.00	185,675.00
Grants- Federal	3,500.00	145,946.99	149,446.99
Total Grant Support	148,200.00	221,421.99	369,621.99
Total In-Kind Support	155,044.13	465,721.80	620,765.93
Total Interest Income	2,799.98	1,271.11	4,071.09
Total Receipts	693,092.95	2,992,503.23	3,685,596.18
Expenditures			
ACCA Programs & Services			
Family Emergency Program Expenses	278,382.49	0.00	278,382.49
Nutrition/Hygiene Program Expenses	168,409.25	0.00	168,409.25
Furniture Program Expenses	58,532.60	0.00	58,532.60
Fred & Emily Ruffing Scholarship Fund	16,000.00	0.00	16,000.00
Makaing a Difference Award	581.25	0.00	581.25
Housing (Rebuilding Together)	7,000.00	0.00	7,000.00
CDC Care & Instruction	0.00	2,609,121.43	2,609,121.43
Total Program & Services	533,905.59	2,609,121.43	3,143,027.02
Total Management & General	9,504.11	527,378.95	536,883.06
Total Expenditures	543,409.70	3,136,500.38	3,679,910.08
Net from Operations	149,683.25	(143,997.15)	5,686.10
Other Income/Expense			
Released from restriction	(1,366.17)	0.00	(1,366.17)
ACCA CDC Shared Program Support	132,500.00	(132,500.00)	0.00
Net Excess Receipts over Expenditures	18,549.42	(11,497.15)	7,052.27

# **Organizational Partners**

During FY2015, ACCA was fortunate to work with more than 110 organizational partners who helped us serve our neighbors in need. These partners either donated funds, goods and/or services directly to ACCA or collaborated with us in joint projects to provide services to our neighbors in need.

Annandale Chamber of Commerce Annandale Rotary Foundation Annandale Shopping Center Annandale United Football Club U-12 Girls Pride Team Annandale Women's Club Baha'i Faith Bailey's Crossroads Community Shelter Bailey's Crossroads Host Lions Club Bailey's Crossroads Rotary Club **Bethany House Birch Communications** Boy Scouts of America, and particularly Eagle Scout Troop 150 Cardinal Bank Casey 4522 Foundation of the Knights of Columbus Catalogue for Philanthropy-Washington, DC Catholic Charities – SHARE Food Network Center for Pastoral Counseling **Central Fairfax Services** Century 21 **Church World Service** Committee for Helping Others (CHO), Vienna, VA Council for Professional Recognition Cox Communications Dar Al-Hiirah Islamic Center **Dominion Foundation** ECDE Consulting Ecumenical Community Helping Others (ECHO), Springfield, VA Elks Auxiliary Arlington-Fairfax Episcopal Diocese of Virginia **Evergreen House Evergreen Title Company** ExxonMobil Fairfax County Area Agency on Aging Fairfax County Consolidated Community Funding Pool Fairfax County Coordinated Service Planning Fairfax County Neighborhood and Community Services Fairfax County Pre-School subsidy program Fairfax County Braddock District Supervisor John Cook Fairfax County Mason District Supervisor Penny Gross Fairfax County Neighborhood School Readiness Team

### **Organizational Partners**—Continued

Fairfax County Office for Children Fairfax County Public Schools, and particularly the following schools Annandale High School Annandale Terrace Elementary School Bailey's Crossroads Elementary School Fairfax County Ready to Read Fairfax Futures Faith Alliance for Climate Solutions Falls Church Community Service Council Federal Leadership Initiative Frank and Janina Petschek Foundation Fredericksburg Football Club Friendship Baptist Church, Memphis, TN **Gannett Foundation** George Mason University George Washington University Giant Food Girl Scouts of America - St. Alban's Episcopal Church troops Global Sustainability Solutions, Manassas, VA Goodwin House-Bailey's Crossroads, VA Goodwin House Foundation Harris Teeter Holy Spirit Catholic Church Youth Group Homestretch Institution de Education Infantil Inc. International Dance KEYS for the Homeless Foundation, Inc. Kinder Kick-It Lafayette Village Community Association Lake Barcroft Woman's Club Legal Aid Justice Center Lincoln Financial Advisors Lincolnia Senior Center Lion's Club of Annandale Lion's Club of Falls Church Lockheed Martin M. Quinn Designs Magill's Famous Pizza & Buffet Meals on Wheels of Eastern Fairfax National Association for Child Care and Referral Agencies National Association for the Education of Young Children National Association of Letter Carriers National Demolition and Environmental, Inc. Nelnet, Inc.

# **Organizational Partners**—Continued

Northern Virginia Community College Northern Virginia Family Service Northern Virginia Handcrafters Guild The Parliaments Patrick Henry Family Shelter Pender United Methodist Church, Fairfax, VA Queen of Apostles Church School Student Council Association Reading is Fundamental **Rebuilding Together** Red Hot Hotties of Annandale, Springfield, VA **Reptiles** Alive Safeway Inc. Saint Mark Catholic Church, Vienna, VA Saint Mary's Soccer Club Sambos de Corazon USA School Readiness Consulting Share, Inc. Shoppers Food Warehouse Soccer Club Management, LLC Stratford University TD Bank Thorson Foundation **Treasure Trove** U.S. Department of Homeland Security, Emergency Food and Shelter National Board Program (EFSP) U.S. Office Of Personnel Management (OPM) Combined Federal Campaign Union 3Sixty5 Holding, LLC Unitarian Universalist Congregation of Fairfax United Bank United Way Mile High United Way of Maryland United Way of the National Capital Area United Way of the National Capital Area Workplace Campaign Virginia Department of Social Services Virginia Housing Finance Authority Qualified Action Plan Virginia Preschool Initiative Volunteer Fairfax Washington Forrest Foundation Wells Fargo Foundation Wolf Trap National Park Family Workshop and artists

# **ACCA's Service Area**



# **Opportunities for Service**

Join our work! If you would like to serve our community, please consider sharing your time and talents:

#### **Child Development Center**

- Assist teachers in the preschool or infant center
- Donate a tuition scholarship (which may be paid in monthly installments)
- Make cot sheets and/or coverlets for children to use at nap time
- Launder cot sheets over the weekend (once or twice a year)

#### Family Emergency Assistance

Serve as "money captain" to take referrals and arrange for financial assistance (1 week every 3 months)\*

#### Food Pantry

- Serve as "food captain" to take referrals and arrange for deliveries (1 week every 3 months)\*
- Deliver food from the Pantry to needy clients (as often as you agree to)
- Deliver food from an ACCA member church to the Pantry
- Organize food collection from members of your church or another organization
- Help to organize the Pantry
- Shop for bulk items (probably requires a truck or van)

#### **Furniture**

- Pick up and deliver furniture on Saturday mornings or weekdays (4 to 6 times per year)
- Assist with administration and phone calls
- Donate and solicit gently used furniture, sewing machines, vacuums and bikes
- □ Interpret for clients with limited English

#### **Transportation**

- Drive sick or needy people to medical or therapy appointments (once every 3–4 months)
- Coordinate a group of volunteer drivers from your church

#### Meals On Wheels

- Deliver prepared meals to the homes of shut-ins and the elderly
- Serve from home or office as a route or back-up coordinator\*

#### **Other Support**

- Serve as the Organizational Representative (OR) to ACCA for your church
- Take photos, write articles or post on social media about ACCA activities.

#### **\*REQUIRES ACCESS TO A COMPUTER AND THE INTERNET**

I would like to help ACCA by		
I need more information about		
Name:	Church:	
Phone:	E-mail:	

#### Return to ACCA at 7200 Columbia Pike, Annandale, VA 22003.

For I was hungry and you gave me food, I was thirsty, you gave me drink.



Annandale Christian Community for Action 7200 Columbia Pike, Annandale VA 22003 Telephone: 703-256-0100 TTY: 703-803-7914 E-mail: <u>accacares@verizon.net</u> Website: <u>ACCAcares.org</u>

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