Dayton Chapter Basic Needs

Clothe a Child; School Uniform Vouchers

**Timing, duration, frequency of program**

When does the program occur? Annually, beginning around June, prior to school year

**Fiscal Information**

Budgeted expense total for program last year: $11,000 for 2019-2020 school year

Value of in-kind donations (estimated total): Printing and mailing costs, $31.64, paid by Anonymous Donor

**Partnerships**

J.C. Penney; Catholic Social Services of the Miami Valley (CSSMV); and Catholic Central Schools (CCS), Springfield.

What role does your partner(s) have in the program? J.C. Penney Department Managers manage processing of Vouchers and purchase of items; CSSMV Case Manager manages selection of clients and distribution /processing of Vouchers; Catholic Central Schools contacts participate in selection of clients and distribution/processing of Vouchers.

**Clients**

Number of children/families served your last fiscal year: 79 families; 220 Vouchers distributed; 162 Vouchers processed

Age range of clients served: Approximately 5 through 14 (elementary school) and possibly 18 (secondary school.

**Volunteers**

How many volunteers participate in this program (planning and working) 1

What roles do the volunteers have in this program? Coordinate and administer Program

**Program Description**

Overall goal of this program: Assist lower-income families with school-age children, by providing funds to purchase basic school uniforms and related essential clothing items.

What service/materials do you provide to your clients?

Coordination of the CCS C-a-C SUV Program involves the following:

Early Summer: Budgeted dollar amount determined by the CCS Board;

June: Contact made with individuals at J.C. Penney, CSSMV, and CCS, to assure

 understanding and readiness; Vouchers prepared and copies made, numbered;

July: Letters with Vouchers mailed to J.C. Penney, CSSMV, and CCS;

July-Sept.: Vouchers distributed to clients, by CSSMV and CCS;

July to Nov: Coordinator available to J.C. Penney, CSSMV, and CCS, to address any issues;

 Clients purchase clothing items at J.C. Penney, using Vouchers;

 J.C. Penney processes Vouchers, sends copy of each to Coordinator;

 Coordinator reviews used Vouchers, records in spreadsheet, tallies expenses, items,

 and families helped;

 Coordinator provides monthly status and summary reports to CCS VP, Services.

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