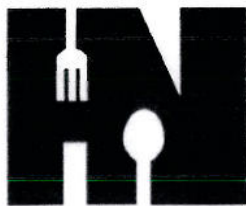


EAST FORT BEND



HUMAN NEEDS MINISTRY, INC.

OFFICE: (281) 261-1006

FAX: (281) 261-0986

www.humanneeds.org

ministry@humanneeds.org

President, Charles Ballard

Vice President, Mike Freeman

Secretary, Barbara Kerr

Treasurer, Wil Wohlfahrt

Executive Director, Vickie Coates

Food Pantry Buyer, Nanette Tucker

Grant Administrator, Lynda Wiles

Programs Coordinator, Diane Clark

Community Outreach Coordinator,

Connie Esposito

Event/Volunteer Coordinator, Courtney

Howard

Tri-City Churches Resale Shop Senior

Manager, LaJeanne Butts

COALITION MEMBERS

All Saints Episcopal Church

All Saints Lutheran Church

Asian American Baptist Church

Bahai Faith of Sugar Land

Christ United Methodist Church

Colony Creek Community Church

Congregation Beth El

Covenant Glen United Methodist Church

Faith Lutheran Church

First Colony Christian Church

First Presbyterian Church, Sugar Land

First United Methodist Church -

Missouri City

Fishers of Men Lutheran Church

Fort Bend Community Church

Good News Church

Holy Cross Episcopal Church

New Hope Lutheran Church

Parkway United Methodist Church

Southminster Presbyterian Church

St. Catherine of Sienna Episcopal Church

Southwest Chinese Baptist Church

Stafford Church of Christ

Sugar Land Bible Church

Sugar Land First United Methodist Church

Williams Trace Baptist Church

January 11, 2010

Marilynn Kindell, Director
Fort Bend County
Community Development Department
4520 Reading Road, Suite A
Rosenberg, Texas 77471

Dear Ms. Kindell,

Thank you so much for the opportunity to receive funding through the Homeless Prevention and Rapid Re-Housing Program (HPRP), but we must return the award of \$10,000 for the following reasons:

- Ministry has inadequate funds to properly administer the program.
- Procedural changes would be required.

East Fort Bend Human Needs Ministry, Inc. is currently in the midst of a Capital Campaign which is allowing us to purchase a new facility and renovate our old building to be fully utilized by our Resale Shop. This new construction and renovation has already been, and will continue in the future to be, a great tool to enhance and improve our ability to serve the growing families in East Fort Bend County. This project is taking the full time of our Grant Writer while adding duties to our already minimal staff. To undertake the additional duties to properly administer the HPRP, the Ministry would have to hire an additional part-time staff person.

All of the Screeners working in our Ministry are volunteers. They are not required to be qualified Case Managers. They are currently trained to service a client per our procedures. We serve families with short-term basic needs. The current requirements of our clients would have to change to receive funding through the HPRP. Would also require a change to our Constitution and By-Laws.

I am also attaching a check in the amount of \$1,500, returning the payment already received from Fort Bend County through the HPRP.

Although we cannot accept this funding currently, we continue to review and revise the way we do business to better serve our families in need.

Sincerely yours,

Vickie Coates
Executive Director

Charles Ballard
President

Enclosure



Our mission is to address the basic human needs of families in temporary financial crisis in East Fort Bend County.

East Fort Bend Human Needs Ministry, Inc.

435 Stafford Run • P.O. Box 1611 • Stafford, TX 77497-1611 • 281-261-1006 • fax 281-261-0986 • www.humanneeds.org



COMMUNITY DEVELOPMENT

Fort Bend County, Texas

Marilynn Kindell
Director

(281) 341-4410
Fax (281) 341-3762

January 14, 2010

VIA REGULAR AND ELECTRONIC MAIL

Ms. Vickie Coates, Executive Director
East Fort Bend Human Needs Ministry, Incorporated
P.O. Box 1611
Stafford, Texas 77497-1611

Dear Ms. Coates:

Thank you for allowing the Community Development Department to provide funding to your organization to assist families in financial crisis under the Homeless Prevention & Rapid re-housing Program (HPRP).

As requested in your letter dated January 12, 2010, this correspondence shall terminate the Grant Agreement, No. S09-UY-48-0003, effective February 15, 2010.

Accordingly, while services have already been rendered to assist three families within your program, as noted by Zelia Brown, of my staff, it is not necessary to return payments to our department. Therefore, your check in the amount of \$1,500 is being returned to you, in accordance with Section VIII, General Conditions, H, Page 5 under the Agreement, for work completed.

While we understand your concern to be able to properly administer the program, should you feel that your agency may have the workforce to assist more individuals and families in the future, we encourage you to apply at that time.

Sincerely,

A handwritten signature in cursive script that reads "Marilyn Kindell".

Marilynn Kindell
Director

Enclosure (Check)

MK/zb