

2013 Annual Report



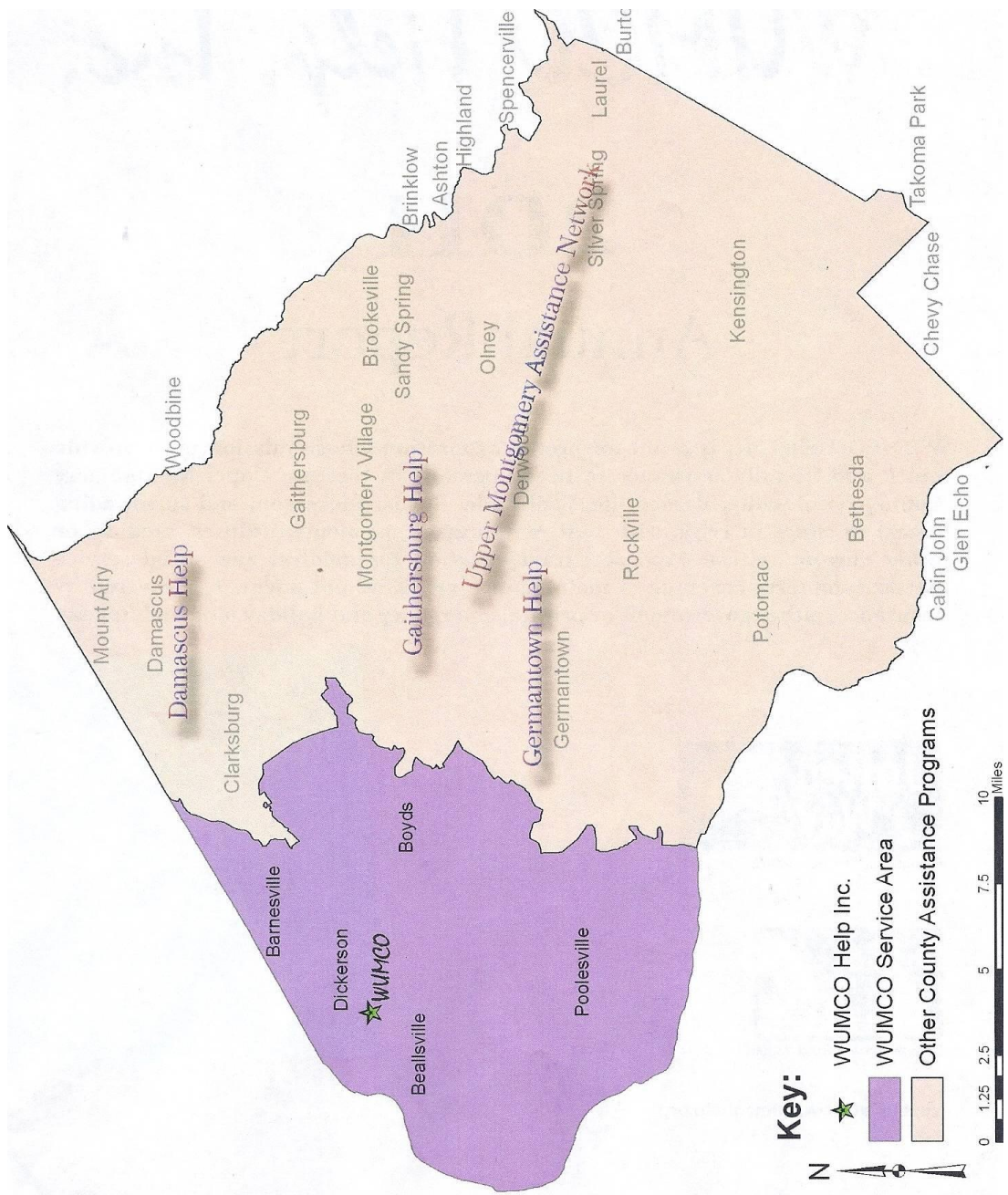
...The “Heart” of the Western Upper Montgomery County region since 1968, helping the needy with emergency assistance.



Campaign Participant No. 8473



Campaign Participant No. 33066

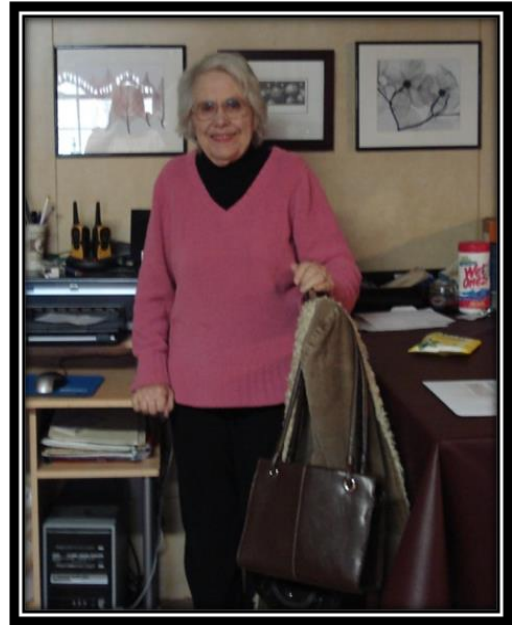


Report of Executive Director

Hi Again, Everybody!

Well, another year has gone by and 2013 is history. Once again we managed to assist all those who were eligible and needed help without any further cut-backs, in spite of higher costs for heating oil, electricity, food, and just about everything.

Grant money was still on hand and we are blessed by the fact that the WUMCO community has been backing us considerably. We have a number of individual donors who continue to give generously to our programs. In addition, from annual events such as the Walk in the Park and Fall Festival, food drives, and Holiday toy and basket drives, to various events held throughout the year by local churches and organizations, we are thankful for the selfless giving of our friends and neighbors!



In 2013, Valaree Dickerson continued to lead our Holiday Basket toy project in December and she was assisted by a great group of volunteers!

Here comes help for the broken record. Since I am still not a permanent installation on this earth, our Board has developed procedures for a succession when the need eventually arises.

We still have faith that when need arises, we will be able to do whatever needs to be done. We attribute this to the One who put us here to do this work for the community. So we give Him special thanks.

Jane B. Stearns
Executive Director

Our Mission

To Help People in Need

WUMCO Help, Inc. is a not-for-profit corporation whose mission is to provide quick and friendly assistance to needy persons in Western Upper Montgomery County (Poolesville, Barnesville, Beallsville, Boyds, Dickerson and surrounding areas) in times of crisis with emergency food; rent or mortgage payments, utilities, medical or other current critical expenses; transportation for medical and social service needs; maintenance medicine not adequately covered by either government or private insurance; and food for Thanksgiving and Christmas and toys for Christmas.

Client-Oriented, Volunteer-Operated

WUMCO is client-oriented. When the need exists, we have faith that the human and financial resources needed will be provided.

To meet the needs of our clients, we rely on a small number of faithful volunteers, together with one part-time paid employee.

No client is ever charged for our services. However, many choose to contribute services themselves or to donate small sums when they are able.

Our History

46 Years of Service

WUMCO roots can be traced to 1968 when the late Beulah Harper established a small food pantry in her home. At the same time, Jane Stearns, a friend of Beulah's, started providing transportation for medical and other critical needs. The two ladies were undertaking this effort at a time when time church-based Help organizations were being established down County. Initially they called themselves "Poolesville Help," but changed to "WUMCO Help" in recognition of the broader area they intended to serve (Western Upper Montgomery County).

The early years were very difficult. The very real need that the two founders saw in their everyday lives, particularly with a number of individuals and families along the back roads and byways of the Upper County, seemed invisible to others who were approached for financial support. In fact, as late as 1972 the largest donation (by far!) that had been attracted was a \$200 gift from the MEMCO Charitable and Scholarship Foundation.

Growth for the organization began in 1985 when Fred Stearns retired and joined WUMCO. He worked to incorporate WUMCO under State law as a not-for-profit organization for charitable purposes. The following year the Internal Revenue Service accorded the organization a 501-c-3, tax exempt status.

Since about 1986 WUMCO has been a full-service charity--open for business 40 hours per week—official office hours 9 to 5, Monday through Friday, excluding legal holidays.

Touching Lives--Clients Served During 2013

Program	No. of Clients Served One or More Times	Total No. of Individual Services
Housing	68 Families	72
Utilities	73 Families	98
Medicines and Medical Procedures	43 Persons	134
Medical Transportation	6 Persons	26
Emergency Food	51 Families	125
Automobile Maintenance or Preservation	8 Families	11
Thanksgiving Food Baskets	136 Families	463
Christmas Food Baskets	158 Families	613
Christmas Toys	301 Children	301

Numbers are dull reading. No chart can capture the true essence of what WUMCO does. And yet these statistics surely resonate loud and clear as to the truly amazing impact that WUMCO has on the lives of needy folk in the vast area it serves. Let us examine in more detail how these services play out.

Emergency Food

WUMCO maintains a food pantry, providing mostly non-perishable and frozen foods to needy people. Our cupboard is stocked principally through food drives conducted year-round by various churches, schools, Scout troops, groups of employees and others. Beyond the special drives, important quantities of food come from individuals all during the year who drop off “food for WUMCO” at collection points. Meat lockers also contribute frozen meat in quantity from time to time. Though these sources provide the overwhelming portion of the food that is needed during the year, any deficiencies are supplemented by purchase as the need arises.

Volunteers pack and deliver (most clients are able to pick up the food they need) basic food packages to needy families. These packages generally include canned tuna, canned vegetables and fruit and pasta and other items that may happen to be available from donations. These are augmented to meet particular family needs, such as baby formula and diapers.

No rigid restrictions on frequency of assistance with food are imposed.



Financial Services

We assist in financial emergencies involving rent or mortgage, utilities, medical needs, child daycare, car repairs, and other critical expenses.

When financial help is requested, every effort is made to assure that available public resources are utilized first. We have an excellent cooperative arrangement with the Montgomery County Department of Health and Human Services (MCDHHS), especially the Emergency Services unit in Germantown. This arrangement includes (with the client's permission) the sharing of information between agencies as appropriate. Working together, Emergency Services and WUMCO undertake to locate sufficient funding to resolve a client's current crisis.

While we are set up primarily to serve residents of the WUMCO area, we also receive calls for assistance in nearby areas of the County from Montgomery County Department of Health and Human Services (MCDHHS), or the Upper Montgomery Assistance Network (UMAN), or Damascus Help for help with cases having an immediate need exceeding the resources of the referring organization. In such instances, resources permitting, we normally will agree to not more than 50 percent of what the leading non-profit agency in that area is willing to pay. For example, if UMAN limits its expenditure to \$300 for a case in its own territory, our limit for that case would be \$150. Similar cooperative financing is often negotiated on behalf of a WUMCO client when WUMCO is unable to meet a client's documented needs.

Our procedures for responding to requests for financial help are designed to substantiate fully that an actual need exists. We owe our donors nothing less. In order to assure that the money goes for its intended purpose, bills are verified with the utility company, property owner, or other payee and payments are made directly to the vendor or service provider.

Transportation

WUMCO has provided transportation for medical and social services needs since our beginnings. Usually volunteers driving their own cars provide this service. Especially valuable are drivers willing to transport needy people from home to and from their doctor's office, often assisting with preparation of a client's papers.

Holiday Giving Program (Food and Toys)

WUMCO has accepted responsibility for ensuring that all needy families in our area are provided both Thanksgiving baskets and Christmas food baskets and Christmas toys. This is done in cooperation with various local churches, schools, service clubs, the Montgomery County Volunteer Center and others. WUMCO cross checks its lists with other agencies that provide Christmas gifts to assure that all identifiable needy people in the WUMCO area are served while avoiding duplication.

Several business organizations—notably, Covanta Energy, Lockheed Martin—churches, and several other organizations donate packed holiday baskets. Many individuals donate frozen turkeys. These are supplemented, as appropriate, by food from our pantry. The Monocacy Lions Club deserves special recognition for not only donating but also delivering many holiday baskets.

Several local churches, Boy Scout and Girl Scout troops, Monocacy Lions Club, JPMS Leo's Club, Knights of Columbus and others ask us for assignment of families that they can "adopt" for holiday giving or they may specify the families they wish to serve.

Of course the Christmas toy program is a particularly prized program, bringing gifts to many children who would otherwise have the bleakest of Christmases. Special thanks to generous donations by Covanta Energy and its employees, the "Toys for Tots" project of the Marine Corps–Montgomery County and many others.

Our Limits on Assistance

None of our services should be viewed as entitlement programs. No one is “entitled” to assistance; rather, each instance is a judgment call based on specific criteria. The decision first and foremost is based on need, without consideration to a client’s race, color, religion, age, gender, sexual preference, physical or mental condition, or political preferences.

Limits are designed to make the best use of our resources to help the greatest number of needy clients. We must be assured, however, that the amount provided—once it has been decided to help--when added to funds available from other sources, is sufficient to take care of the problem.

The Board of Directors sets limits on expenditures from general funds. Grants are subject to special limits set by the grantor or in our grant proposals. Limits on general funds follow:

- Family living expenses, for any family, \$500 on any single occasion, \$500 over any 12-month period.
- Medical expenses, not to exceed \$500 for an individual over any 12-month period.
- One Fuel oil delivery per year.

We recognize that these limits must be treated with care and may be exceeded, but only with sufficient justification.

Our Partners: Key Funders

(Unless otherwise specified by or in agreement with the donor, all contributions are restricted to providing assistance to the needy. Administrative and other overhead is provided either by donations in-kind or by special grants for that purpose.)

United Way

In 2013 the United Way, provided \$7,500, which was allocated for Medical Needs. An additional \$5,070 came in the form of donations designated for WUMCO by Federal employees participating in the CFC program.

Emergency Assistance Coalition

The Emergency Assistance Coalition, of which WUMCO is a member, funnels County and/or State money to “lead agencies” in charity work. In 2013 the Coalition provided WUMCO with \$5,550, which consisted of \$3,000 for housing assistance, \$1,350 for basic needs and \$1,200 for prescription assistance.

The Religious Coalition for Emergency Human Needs

Over the past years, the Religious Coalition has been providing a matching fund grant through Allegheny Energy for utilities; in 2013 we received \$2,880.

Covanta Energy Corporation

For many years, WUMCO has received generous support from Covanta Energy. In the 2013 fiscal year the company contributed both in-kind and monetarily. For example, they provided a total of 15 food baskets for each of the Thanksgiving and Christmas Holiday programs and donated \$2,500 to the Christmas Toys program.

Calleva

Calleva has been a good friend of WUMCO for years. In 2013 they donated their popular “Climbing Wall” to two different public events in Whalen Commons as a fund-raising vehicle. Hundreds of dollars from ticket proceeds were donated to WUMCO and the estimated costs of twice transporting, setting up and manning the “Wall” in-kind was around \$3,500.

Events and Fundraising

Poolesville Day

Each year, WUMCO takes out a booth at the Poolesville Day festivities and holds a raffle for this event. In 2013, WUMCO awarded a Kindle Fire, generously donated by Covanta Energy, to the lucky winner. We also had a second prize of a regular Kindle Reader. The raffle earned WUMCO \$500. There were also collections coordinated by several businesses, organizations, and groups that participated in the Poolesville Day event.

Walk for WUMCO

For the fourth straight year WUMCO benefited from an event sponsored by the Community & Economic Development Committee of Poolesville and local churches and spearheaded by Catherine Beliveau. At the 2013 WUMCO Walk/Fall Fest activities included good music, scarecrow-making, pumpkin painting, Calleva Rock Wall, a costume parade (including dogs), and wonderful vendors. New to the festival this year was a community wide Scarecrow contest. This new addition was well received and plans are to repeat it in 2014. We appreciate all the participation and, thanks to you, the event raised over \$3,800.

Food Drives

Certainly the service that WUMCO is most known for is providing emergency food relief. In 2013 12,333 pounds were given to needy individuals and families. A hefty portion of that food is collected by local churches, groups, and organizations that regularly collect and donate food.

There are two “regular” food drives each year: “Scouting for Food” (Boy Scout Troop 694) and U.S. Postal Service carrier food drives. In 2013 the Boy Scouts collected 4986 pounds and the Postal Carriers drive yielded 812 pounds of food. Large amounts were

also collected by Our Lady of the Presentation Catholic Church (825 lbs.) and Poolesville High School (1,008 lbs.). In addition, due to the hard work of local volunteer Melissa Bingham, over 800 pounds of food were donated from the Bishops Storehouse of the Church of Jesus Christ of Latter-Day Saints.

Of course a substantial amount of food is provided by individuals who regularly purchase groceries to donate to WUMCO. WUMCO is indebted to several churches, Crafts-A-Plenty, and Town Hall who offered facilities to collect these donations in 2013.

WUMCO Salutes...

Every year dozens of volunteers step forward to assist WUMCO in various ways. Their contributions are critical to our success. In 2013 two individuals and a church are singled out for especially important service:

Boyd's Presbyterian Church, shepherded by Pastor Merritt Ednie, has been a great supporter of WUMCO for many years. In 2013, when they learned that we had lost one of our large Thanksgiving program food donors, they stepped into the gap and donated \$1,000.00. This was in addition to their regular monetary and food donations. We appreciate their staunch support for WUMCO and our clients over these many years.

Valaree Dickerson, a well-known community leader and avid supporter of WUMCO, lead our Holiday Toy drive once again in 2013. Valaree did as Valaree usually does, rallying a great group of volunteers and “squeezing in” yet another chore on her long community “to do” list. This is a very complex project—collecting toys, purchasing gifts, working with organizations that want to help and, not least, distributing to 301 children. Valaree does it all with a smile.

Carly Stoliker: This year we were fortunate to once again participate in the Poolesville High School Internship program. Carly dedicated many hours to supporting the day to day operations of WUMCO. In addition, she helped with the coordination efforts for the WUMCO Walk and Fall Festival, the Holiday Project and local food drives. Her enthusiasm for helping others really shone through during her service at WUMCO.

Volunteers, Volunteers, Volunteers

People often ask, “How can WUMCO, with a budget of well less than \$100,000 provide all the services it does?” The short answer--Volunteers! It is volunteers who perform such day-to-day, but important, tasks as transporting needy clients to local doctors; collecting food at civic events and school programs; sorting, shelving and packing pantry foods; delivering food to clients; organizing one or two Saturdays each fall as “WUMCO work days” (necessary repairs to the deteriorating headquarters facility).

It is impossible to quantify the number of people who volunteer their time and talent to WUMCO (surely in the 100's) or to estimate the number of hours they donate (surely in the 1000's) but it is not hard to characterize what it means to the organization. It can be said in a single word...***indispensable!*** (Visit WUMCO's web site and see photos of some of the volunteers “in action” who contributed to our work in recent years.)

Board of Directors

A volunteer Board of Directors of nine members governs WUMCO. The Directors are elected for staggered 3-year terms at annual membership meetings. The Board, in turn, elects the Executive Director and other officers for one-year terms and sets overall policies.

Other than personal interest and willingness to faithfully serve, there are no special qualifications for serving. Our Directors for 2013:

Nancy Allnutt, President	Tracey Forfa, Vice President
Jane Stearns, Executive Director	James Ridgway, CPA, Treasurer
Renée Brooks	Catherine Beliveau
Rande Davis	Mike Plummer
Ray Hoewing	

The WUMCO Staff

The Executive Director (Jane Stearns), in addition to directing daily operations, devotes time each month to participation in meetings on behalf of WUMCO. She packs and delivers emergency food packages, and transports clients for medical or social service needs, with particular personal attention to getting to know newer clients and learning what we can of their circumstances.

The Executive Assistant is responsible for daily operation that include client intake, correspondence from vendors, check writing, preparing periodic reports and donor letters, data entry, meetings, and grant writing. This is the only paid staff person since the Executive Director received no compensation in 2013 and in fact never sought or accepted compensation during the 45 year history of the organization. For thirteen years Renee Brooks served WUMCO well in this capacity. She left us in 2013 after training her replacement, Catherine Beliveau. We thank Renee for her many years of service.

The Treasurer (James Ridgway) is responsible for maintenance of financial records and reports.

FINANCES 2013 (unaudited)

OUR INCOME

Individual Contributions	24,277.15
Business/Community Organizations	6,877.55
Church and Church Organizations	17,925.57
United Way Support	6,813.26
Interfaith Works	500.00
Local/State/Federal Governments	9,000.00
Foundations	3,460.39
Nonprofit Donations	2,832.75
<i>Total Contributed Support</i>	<i>71,686.67</i>
Earned Revenues	123.86
Special Events	4,339.00
Unrealized Gain	115.32
TOTAL INCOME	\$ 76,264.85

Finances (continued)

OUR EXPENSES

Salaries & Wages	17105.00
Payroll Expenses	774.00
Other	1901.67
<i>Total Salaries & Related Expenses</i>	19,780.67

Administrative	5889.81
Audit	2,800.00
Computer, Software & IT	637.99
Fundraising	80.00
Marketing & Advertising	589.38
<i>Total Operational Expenses</i>	9,997.18

Clients Assistance

Housing

Rent	21,909.85
Mortgage	1103.42

Utilities

Electric	15,204.99
Fuel Oil	4,686.06
Gas & Propane	3,791.06
Telephone – Critical need	100.00
Water/Sewer	4,051.47

Medical

Prescriptions	7,893.72
Prostheses/Medical Equipment	841.31
Medical Needs - Other	800.22

<i>Maintenance of Client Cars</i>	2,120.76
-----------------------------------	----------

Emergency/Holiday etc.

Food	1,514.77
Toys	3,160.00
Other	54.26

<i>Total Client Expenses</i>	67,231.89
------------------------------	-----------

TOTAL EXPENSE	\$	97,009.74
Net Income (Loss)	\$	(20,744.89)

A Glance Backward ...

Web site: In January of 2013 the Board of Directors approved retaining a professional web designer to develop a new web site (completed in March 2013).

This web site tells the story of WUMCO through different pages and serves as a bulletin board for announcements, with upcoming meetings and events that will benefit WUMCO posted on the home page. It also contains pages with our history, annual financial information, thank yous, photos, testimonials, Board of Directors info, and “how to help” (where one can make a donation and learn about other ways to help WUMCO). During the WUMCO Walk and Fall Festival the website served as the host for voting for the new Community-wide Scarecrow contest.

On the “Contact us” page one may find information on ways to contact us or fill out a web form that is then emailed to the WUMCO office. We have had both new clients and volunteers contact us via the web form. There were over 2,000 visits to this new site in 2013.

Social Media: In addition to our new web site, we have a Face Book page and Twitter account. We use these to let the local community know when there is an upcoming event to benefit WUMCO or when we have a particular need with which they might help. Our Face Book name is WUMCO Help Inc. and our Twitter is @WUMCOHelp.

Office Procedures: The loss of an employee in any organization should never produce a crisis. To this end, in 2013 we developed an “Office Reference” book which includes step by step directions for performing the daily, weekly and monthly tasks required to keep things running smoothly at WUMCO. This manual is an important resource which should smooth the transition during future staffing changes.

And a Look Forward...

Expanded Communication: In 2014 we are beginning the production of a newsletter, to be distributed via email to those interested. The newsletter is intended to provide information about past and future events, give insight into the people we serve, get the word out about how folks can help, thank donors and volunteers, and introduce some of the people that work behind the scenes to help WUMCO run smoothly.

The newsletter will be available on our website and links to it will be posted on Face Book and Twitter. We are considering producing a limited number on paper for local distribution, but hope to save costs by making this a primarily “electronic” effort.

Relocation of headquarters

One of the goals identified in a long range planning process launched by the Board of Directors in the fall of 2011 was possible relocation of its base of operations. Several considerations figured in the Board’s thinking:

- The present site is not centrally located for either volunteers or clients (and is often inaccessible several times during winter).
- The current facility-- actually a ranch style residence built almost a half century ago--is in need of substantial renovation and repair.

- A more central venue would provide visibility totally lacking in the back roads location of the present site, thereby likely attracting more food donations as well as volunteers.

For obvious reasons the focus of the search for new space has centered on Poolesville. A subcommittee of the WUMCO Board has had exploratory discussions with representatives of one church in Poolesville but no formal negotiations have occurred. The Board invites any Poolesville-located organization with space that might be made available to WUMCO to call the WUMCO office at 301-972-8481 to obtain a set of specifications that lay out the requirements for our operations.



Carly Stoliker (left), an intern from Poolesville High School, and Jane Stearns, Executive Director of WUMCO, work to stock shelves in the WUMCO Pantry.

All gifts to WUMCO Help are fully tax deductible, pursuant to Sec. 501(c)(3) of the Internal Revenue Code, as the donor receives no goods or services in exchange therefore.

A copy of our current financial statement is available upon request directed to WUMCO at P.O. Box 247, Poolesville MD 20837 (phone 301-972-8481). Financial statements, including the latest IRS Form 990, are available for inspection at the WUMCO office during normal office hours; we suggest that you call for appointment.

Documents and information submitted by WUMCO under the Charitable Solicitation Act are available, for the cost of copying and postage, from the Office of the Secretary of State, State House, Annapolis, MD 21401 (phone 1-800-825-4510). Registration with the Secretary of State does not imply endorsement.



Federal ID #52-1425830

**P.O. Box 247
Poolesville, MD 20837**

**Location:
21140 Beallsville Road
Dickerson, MD 20842**

**Phone: 301-972-8481
Fax: 301-916-3236**

**Email: wumco2@gmail.com
Website: www.wumcohelp.org
Facebook: WUMCO Help Inc.
Twitter: @WUMCOHelp**