



ANNUAL REPORT 2016

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**We have this hope as an anchor for the soul,
firm and secure.
--Hebrews 6:19**

Vision:

The vision of Hope Harbor is to renew minds, restore relationships, and further the kingdom of God.

Mission:

Hope Harbor equips teens, empowers parents, and serves those in need by anchoring them to the hope of God's promises.

Core Values:

Christ-centered: I have been crucified with Christ and I no longer live, but Christ lives in me. The life I live in the body, I live by faith in the Son of God, who loved me and gave himself for me.
--Galatians 2:20

Biblically-based: For the word of God is living and active. Sharper than any double-edged sword, it penetrates even to dividing soul and spirit, joints and marrow; it judges the thoughts and attitudes of the heart. --Hebrews 4:12

Holy Spirit led: Those who live according to the flesh have their minds set on what the flesh desires; but those who live in accordance with the Spirit have their minds set on what the Spirit desires. The mind governed by the flesh is death, but the mind governed by the Spirit is life and peace.
--Romans 8:5-6

Prayer focused: Rejoice always, pray continually, give thanks in all circumstances; for this is God's will for you in Christ Jesus. --1 Thessalonians 5:16-19

God glorifying: And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through him. --Colossians 3:17

Hope giving: "For I know the plans I have for you," declares the Lord, "plans to prosper you and not to harm you, plans to give you hope and a future." --Jeremiah 29:11

Relationship enhancing: Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.
--Ephesians 4:29

HOPE HARBOR BOARD OF DIRECTORS

**All Board members are from the community at large and are not related to each other.

BENJAMIN WIENER, PRESIDENT

Term: 2013-2016; 2016-2019

2126 Jean Rd.

Balaton, MN 56115

507-476-0285 Cell, 507-401-2286

Bwiener@midwestunitedinsurance.com

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JEFF RODMAN

Term 2014-2015; 2015-2018

1400 S Dundee Dr.

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JEFF BRAGG

Term 2012-2015; 2015-2018

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ABBY MILLER

Term 2016-2019

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MIKE LEARY

Term: 2015-2018

301 E Thomas Ave.

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507-530-2021

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CINDY MCKITTRICK, EXECUTIVE DIRECTOR

Ex-Officio

690 Maple St.

Wabasso, MN 56293

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JEREMIAH JANS, VICE PRESIDENT

Term: 2015-2018

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Marshall, MN 56258

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CLAUDIA STENSON, TREASURER

Term 2016-2019

1302 Pinehurst Rd.

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MICKIE PALUCH

Term 2016-2019

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JAMES ANDERSON

Term 2014-2017

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ALLAN WARD-INTERCESSOR

Term: 2015-2018

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HOPE HARBOR

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Executive Director Report

The year 2016 was an exciting year of change and transition. Claudia Stenson, who had been volunteering her time as Executive Director for the past 10 years, decided to step down from that position. The decision was made to hire me as the Executive Director and I began my duties on January 4, 2016. In February opportunities for expansion to Winona MN and Sioux Falls SD opened and we truly believe it is God's desire to have a Hope Harbor in each of these communities. Claudia took on the role as Expansion Coordinator and has traveled a lot of miles. We pray that we are ready to open the home in Winona, which will be another home for girls, the summer of 2017. The home in Sioux Falls will be for boys but we don't have a projected open date for that home. An advisory board has been formed in Winona and an expansion team in Sioux Falls. It has been a joy to work with the teams in each community, to share the Hope Harbor story, and to see their commitment to furthering God's kingdom through this ministry. The Lord blessed us abundantly in 2016. We operated at full capacity most of the year and experienced both highs and lows. We created a new program called the Reanchor program. The purpose of this program is to provide an opportunity for girls who have completed the program but run into some struggles after they leave to return for a shorter period of time with a more intense program than a normal residential program. One former resident came back for two months and then returned home. With all the girls, we always trust that God's word does not return void and the fruit of our labor in the Lord will be evidenced in all the teens we served. We plant the seed and pray that others come along and water them throughout their lives. We met all our financial obligations on time and ended the year with a surplus to help us through 2017.

Hope Harbor provided counseling, education, life-skills training, and spiritual growth opportunities to 9 teens in our residential setting in 2016. Our teens were from Osseo (1), Tyler (1), Morgan (1), Marshall (2), and Edgerton (1) MN; Sioux Falls (2) and Parkston (1) SD. We expect to serve between 8-10 girls in 2017.

Hope Harbor ministered to 16 parents in 2016. They participated in individual and family counseling and attended parenting classes each week.

Program Evaluation:

- One teen completed the residential program, one teen completed the Reanchor program, parents withdrew two teens, and five teens remain in the program.
- There were no grievances filed in 2016, there were three "Critical Incidence" reports filed with MN DHS. A critical incidence is any occurrence that happens outside the normal operations. All incidences were handled properly and no serious injury occurred in any instance.
- Satisfaction Surveys (8) returned were favorable with 4's and 3's in all categories.
- Our program Abuse Prevention Plan was presented for approval and approved as proposed in August.

The 2016 filing with the Minnesota Secretary of State, the MN Attorney General and the 990 were completed and filed by Hoffman & Brobst PLLP Certified Public Accountants.

Respectfully Submitted,
Cindy McKittrick
Executive Director

We have this hope as an anchor for the soul, firm and secure. –Hebrews 6:19

Financial Summary Report

Hope Harbor began the fiscal year of 2016 with total assets on the balance sheet of \$586, and ended the year at \$586,306. Total checking and savings at the beginning of 2016 was \$270,443 and on December 31 was \$310,832. Contributions given for the start of the Winona home were \$79,735 and expenses incurred were \$1,118. Contributions given for the start of the Sioux Falls home were \$1,000 and expenses incurred were \$350.

We showed a change in the revenue generated in 2016 as follows:

- Church contributions increased by \$53,673. (\$50,000 from a church in Winona)
- Fundraising contributions increased by \$2,262.
- In-kind contributions increased by \$6,622.
- General contributions increased by \$6,828.
- Tuition collected increased by \$5,225.
- Total revenue generated in 2016 was \$391,551 compared to \$337,766 in 2015.
- Anchor Club donations (monthly donors) increased from \$1,400 to \$3,355/month and went from 13 to 68 members. Total for the year increased by \$8,156.

Our expenses increased from \$333,055 in 2015 to \$352,715 in 2016. The largest line item in our budget is payroll. We also had additional costs this year in the hiring of an executive director.

We continue to receive \$500 per month in Hy-Vee Food Cards from Ralco Nutrition and other in-kind donations totaled \$7,272. In addition, we had volunteer hours served by our Founder/Expansion Coordinator, Nurse Consultant, Tutors, SMSU Interns, and Music Instructor.

Hope Harbor is grateful for the blessings that God rains down upon us and for the faithful supporters who give so freely of their time talent and recourses.

***“And my God will meet all your needs according to his glorious riches in Christ Jesus”
Philippians 4:19***

Events and Business Donations Report

The fundraising committee started a new fundraiser called Women of Hope. The goal was to have 100 women join by paying a fee of \$100. In turn, they would be invited to attend 4 events throughout the 1st season—Tea & Testimonials in May, Sip & Swap Garden Party in August, Celebration of Hope in October, and Hope in Heels Night Out in February 2017. We were thrilled that 144 women joined and at the end of 2016 (with one event remaining) \$14,204.57 was raised.

Our biggest fundraiser, Celebration of Hope, was held in October. This event is a thank you to all donors in the past year. The event netted \$46,599.08 and was a huge success. There were approximately 250 in attendance and was held at Southwest Minnesota State University.

In addition, Midwest United Insurance hosted a fundraising event for the ministry at their Annual Golf Tournament and raised over \$2,600.

“The one who blesses others is abundantly blessed.” Proverbs 11:25 MSG

INCOME/EXPENSES/BUDGET

	Jan - Dec 16	Budget	% of Budget
Ordinary Income/Expense			
Income			
4001 · Contributions-Churches	79,778.60	30,000.00	265.9%
4002 · Contributions-Fundraising	68,815.62	47,000.00	146.4%
4003 · Contributions-Grants	1,000.00	2,000.00	50.0%
4004 · Contributions-In-Kind	13,271.55	6,000.00	221.2%
4005 · Contributions-Monthly	27,856.00	30,000.00	92.9%
4006 · Contributions-Occasional	153,259.47	183,000.00	83.7%
4101 · Tuition	71,178.00	72,000.00	98.9%
4102 · Non-residential Counseling	585.00	800.00	73.1%
4201 · Interest	8,771.45	200.00	4,385.7%
Total Income	<u>425,515.69</u>	<u>371,000.00</u>	<u>114.4%</u>
Gross Profit	425,515.69	371,000.00	114.4%
Expense			
Depreciation	12,551.10		
General and Administrative	11,268.72	6,000.00	187.8%
House Occupancy Expense	17,423.72	18,000.00	96.8%
Insurance	16,582.71	15,000.00	110.6%
Maintenance	6,301.84	30,000.00	21.0%
Ministry Development	18,152.37	10,000.00	181.5%
Outside Fees	4,343.88	5,000.00	86.9%
Payroll Expenses	261,754.84	270,000.00	96.9%
Programs	4,245.82	5,000.00	84.9%
Scholarship/Pay It Forward	12,701.90	10,000.00	127.0%
Travel	2,150.26	2,000.00	107.5%
Total Expense	<u>367,477.16</u>	<u>371,000.00</u>	<u>99.1%</u>
Net Ordinary Income	<u>57,038.53</u>	<u>0.00</u>	<u>100.0%</u>
	<u>57,038.53</u>	<u>0.00</u>	<u>100.0%</u>

BALANCE SHEET

Dec 31, 16

ASSETS

Current Assets

Checking/Savings

1000 · Bremer Checking Account	107,468.00
1040 · Petty Cash	50.00
2000 · Money Market	95,254.35
2200 · First Premier Investment	<u>108,059.22</u>

Total Checking/Savings 310,831.57

Accounts Receivable

1110 · Accounts receivable -1,500.00

Total Accounts Receivable -1,500.00

Other Current Assets

Pledge Receivable 45,261.89

Total Other Current Assets 42,261.89

Total Current Assets 351,593.46

Fixed Assets

Equipment 8,271.77

House & Improvements 318,353.11

Van 21,356.80

1745 · Accum deprec- furn,fix,equip -113,269.12

Total Fixed Assets 234,712.56

TOTAL ASSETS 586,306.02

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Account Payable 3,797.72

Accrued Vacation Payable 5,441.98

Payroll-FWH 2,093.00

Payroll-SWHMN 1,065.00

2100 · Payroll Liabilities 2,233.70

2110 · Accrued payroll 3,255.36

Total Other Current Liabilities 17,886.76

Total Current Liabilities 17,886.76

Total Liabilities 17,886.76

Equity

Temporarily Restricted 66,491.25

3010 · Unrestrict (retained earnings) 444,889.48

Net Income 57,038.53

Total Equity 568,419.26

TOTAL LIABILITIES & EQUITY 586,306.02

Counseling Report

Each year that I prepare the Annual Report for the Counseling Department, I marvel at the opportunities that the Lord has brought me to and walked me through. I am so blessed to serve a God who cares so deeply for the healing of those called to participate in our program, and He reminds me every single time I enter into a counseling situation.

I would say that 2016 was one for the books! I have finally completed the requirements to be licensed by the State of Minnesota as a Marriage and Family Therapist! We have worked a long time for this fruition! I would like to humbly thank the Board for their support through supervision and my testing. We have celebrated, and now we will begin the task of using the LMFT to bill for counseling hours. I trust the Lord will guide through this process!

I am thankful for the continued favor and support from the Board and Executive Director as counselor. I am also thankful for the opportunity to represent Hope Harbor in the community, whether it be non-residential counseling, community out-reaching or in a volunteer capacity. Marshall is my town, and with God's guidance, I want to be a part of making it a better place because I lived here.

With a grateful heart,

Kim Sanow, LMFT

Residential Program:

Residents served: 9 (255 appointment hours)

New-Resident In-Takes: 5 (2.5 hours each)

Resident Groups: 44 (2 hours per group)

Parents Served: 16 parents served (177 appointment hours x 1.5 hours)

Parenting Classes held: 43 (2 hours per class)

New Parent Seminars: 5

Non-Residential Program: Non-residential counseling is defined as families with children or adolescents that fit within the Hope Harbor guidelines. Two families served within the non-residential counseling program that had graduated from their respective program, and continued to see this counselor. One family used non-residential counseling, then their daughter became a resident. One family was non-residential, became a resident, and then return to non-residential status within the calendar year.

Clients Served: 2 individuals/families

Out-Reach Programs and Community Service:

- 1) L.O.L! Camp, Five 4-hour classes for teaching girls about relational bullying and friendship concepts, 3rd-6th Grades, May, 2016, 40 girls, 6 mentors and 5 mentors assistants, 1 assistant director
- 2) Love & Logic Parenting Class (Trained Facilitator (2011) Parenting techniques useful to teach children responsibility and empathy; one class held in Marshall September, 2016 served ten families
- 3) MOPS guest speaker (March 2016); Parenting with Love & Logic
- 4) Victory Christian Church, Balaton, MN Teach 6-week Parenting Class (Jan-Feb, 2016)
- 5) Atlas, Pipestone, MN; 2-hour staff training on Boundaries
- 6) Sex Trafficking – worked in the community on High School task committee; attended public class

Volunteer

- 1) Board Member for Legacy Foundation (Oct 2011 – current; 2015-16 president, 2016-17 Treasurer)

- 2) Everyday Leader event – committee; bi-annual workplace/leader event. (January 2012 – Spring, 2016)
- 3) Friday Night Lights committee (Sounds of Summer) 2016
- 4) Marshall High School Volleyball Board (2015-16)
- 5) Women of Hope Committee (2016-present)
- 6) Marshall High School FCA - volunteer

Continuing Education Hours

- 1) Study/Pass/Licensure American Association of Marriage and Family Therapy Boards (100+ hours)
 - Sat in front of the Minnesota Association of Marriage and Family Board for Ethics Exam
 - Licensure attained on February 17, 2017
- 2) SYMBIS – Facilitator Training (Marriage Assessment Tool)
- 3) AACA Webinars (2 hours each): 2
- 4) Staff Retreat – training with Dr. Eric Scalise
- 5) CPR Certification training (4/25/16)

“I will instruct you and teach you in the way you should go; I will counsel you with my loving eye on you.” Psalm 32:8

Programming Report

Programming: Overview

Residents at Hope Harbor enter the program with Goals and Objectives reflecting four program areas: education, counseling, spiritual development, and independent living skills. Program goals are measured to chart progress. Goals and Objectives are tracked through staff, resident, and parent observation and report, and summarized at a 30-Day Review and 90-Day Reviews thereafter.

Education goals include: Resident will a) complete each academic pace at 80% accuracy; b) follow rules, demonstrate integrity, and be cooperative in classroom.

Counseling goals include: Resident will a) demonstrate a willingness to work on counseling issues; b) complete all assignments; c) demonstrate the ability to make good decisions and wise choices; d) complete all evaluations.

Spiritual Development goals include: Resident will a) demonstrate progress cooperation in spiritual growth initiatives; b) demonstrate progress and cooperation in goals specific to phase level or individual program.

Independent Living Skills goals include: Resident will develop and demonstrate progress in independent living skills a) phase requirements; b) respect of authority; c) behavior changes; d) social skills; e) life skills; f) personal care.

After initial intake, each resident's program goals are individualized to reflect each teen's specific needs.

Programming: Staff Training

Staff is trained annually in Maltreatment of Minors Mandated Reporting and bi-annually in Emergency Procedures. Weekly Resident Review Meetings are held with Program Coordinator, Teacher, Counselor, and open to House Staff, to discuss specific needs and current program status of clients served. Monthly Staff Training Meetings are held with required staff attendance. Training for 2016 Love and Logic; Household Expectations; Program and Facility Updates; Food Addiction, Trigger Foods, and Emotional Eating; CPR and First Aid; Thrivent Presentation; Provider Alerts; Pursuing Excellence; Core Values; Think, Feel, and Relate; Agape Leadership; Client Funds Procedure; and Needs of Clients Served. Teaching at this year's Staff Retreat were presented by Dr. Eric Scalise and included: In and Through: Servant Leadership in a Broken World; Balancing Rules, Respect, and Relationship; Burnout, Stress, and Compassion Fatigue: Managing Yourself; and also, included a fellowship dinner and prayer time.

In addition to monthly Staff Training Meetings and weekly Resident Review Meetings, we had added an additional monthly Leadership Team Meeting for the Program Coordinator, Teacher, Counselor, and Executive Director to come together in prayer and consideration of ministry needs.

Programming: Activities

The 2016 year in review programming report includes the following event and activity highlights for residents:

- Weekly chapel, bible study, and church attendance
- Daily physical fitness
- Activities with volunteers/interns and staff including: worship at the Alternative, movie nights, Zumba, sledding, crafts, hiking at Garvin and Camden, grilling out, gardening, field trips, airport tour, bon fires, card making, hosted staff and family Thanksgiving dinner and Christmas party
- Community service projects
- Community and church events

We are thankful to the supporters, volunteers, and donations that allow us to provide fun, safe, exciting programming for our residents. These activities are vital as they give residents and opportunity to learn and practice skills that help them change destructive behavior patterns and alter the course of their lives. Our staff appreciates being able to minister to our residents in this simple, but effective, way.

Faithfully submitted,

Melissa Bruns
Program Coordinator

Hope Academy Report

Curriculum: Accelerated Christian Education (ACE) continues as the primary curriculum utilized at Hope Academy. We have been designated as a Quality School by ACE that allows us to get a 30% discount on our curriculum. The students have found success and improvement in their academic areas using this self-taught style of curriculum. With this curriculum, the girls receive one credit for every 12 PACE booklets that they complete in one subject. We want the girls to master the concepts and materials being taught rather than just going through it to pass a test. With this in mind, we require that the girls get an 80% or above on their tests to move on to the next PACE. Sometimes they need to go through a PACE more than once to master the information. With this curriculum if a level of work is too hard we are able to move them to a lower level and still give them credit for their work.

Enrollment: During 2016, nine girls were enrolled in Hope Academy (girls living at Hope Harbor at the time). They ranged in grade levels from 8th grade through 11th grade. We had two girls from the Sioux Falls area that were double enrolled with ACE's Light House Christian Academy. We work with Light House Academy setting up the girls' classes, sending in their grades, keeping track of their hours and acquiring their credits for their return to their hometown schools. We are exploring the possibility of enrolling all of our students through them so that there will not be any issues with credits.

Progress: Progress is measured by the expectation that students pass each PACE with 80% accuracy. If that does not happen, re-instruction and re-testing are done. Due to the learning styles of some of our resident's modifications, accommodations, and other adjustments have been made to ensure successful learning. Quarterly progress reports are sent to each student's home school along with Report Cards. Also quarterly Report Cards are sent to the parents along with a letter of explanation. Throughout the year we have Resident Reviews with the parents to update them on the educational progress of their daughter and to answer questions they may have. All of the students in residence took the Stanford Standardized Test in the spring and the Iowa Assessments Standardized Test in the fall.

Specialized Needs: We had one girl this past year that had an IEP. We have worked closely with the local Special Education department in Marshall meeting the requirements. We had a weekly visit from a Marshall Special Education staff that worked with our student for thirty minutes as well as setting goals, reporting and testing.

Donations: Throughout 2016 we have had 1 consistent volunteer donating their time, tutoring in English on a weekly basis. We had one tutor in Math for the summer, a teacher from the High School who came in one or more times weekly as needed. We have had staff members who donated time tutoring throughout the year in English and Math. We also had one college student and a CRU Staff person who have tutored when needed.

Continuing Education: In September I attended a week-end Christian Educator's Convention training event to enhance working with the A.C.E. Curriculum. I participated in monthly staff training sessions held at Hope Harbor as well as weekly resident reviews and monthly leadership meetings where I learn from other staff and through prayer. Throughout the year, I continued to study and refresh myself on the subjects being taught in the girls' PACEs as well as teacher enhancements.

Field Trips: Last summer we took a trip to Valley Side Farm in South Dakota to learn about the making of homemade cheese. The girls experienced the hands-on making of cheese as well as sampling the cheeses. We also went to the Wilder Pageant at Walnut Grove, MN for an evening performance of the Wilder drama.

Licensing Requirements: On March 22, 2013 our on-site education program was approved by the Minnesota Department of Education. We are classified as a Non-accredited, Nonpublic School and are required to report to the Superintendent of Schools where the parents reside that the student is enrolled at Hope Academy.

Pamela Johnson
Hope Academy Teacher

Intercessory Prayer Team Report

An intercessory prayer meeting is held most Thursdays at the House of Hope. This group is usually a smaller group that is committed to meeting weekly. This group goes before the Lord on behalf of the ministry and spends time when led by the Spirit to pray individually with the residents. There is an expanded group of Intercessors that receive the prayer needs of the week that is posted in a closed group on Facebook. The expanded group of Intercessors pray at a place of their choosing.

The belief for the Intercession is that it is an act of going on behalf of someone else who needs help from Almighty God, to be merciful and gracious unto someone else and not self. In most cases, it is prayer for those whose situations or circumstances need the mercy and grace of God's immediate attention.

We have seen many girls and families become changed and transformed by the leading of Intercessory prayer along with teachings and counseling. They in turn can start living a life that is much more productive than their former lifestyle.

We can only pray this transformation to the one and only Being that can make this possible and that is too our Lord Jesus Christ. With whom we know can make all things possible.

Outreach Report

The girls at Hope Harbor participated in service projects on a weekly basis, sometimes praying for the community/world and other times working with their hands. We had two consistent monthly projects this year. The girls served at Esther's Kitchen once a month by helping to prepare the meal, set tables, serve the meal, and clean up afterwards. The girls also went to Boulder twice a month, once to paint the ladies' nails and the other time to play games/Wii Bowling, plant flowers, or do crafts with the residents.

The girls participated in other projects directly affecting those in need in our community, including baking and delivering cupcakes to local police officers, doing book labeling for the United Way, writing "brighten your day" notes for each resident at Boulder, organizing and wrapping presents for local families through the Heart to Heart program, and learning about homelessness in Marshall from a staff member at The Refuge, then packing a backpack of supplies for a homeless teen. The girls did a painting project at Loft 180, and served as mentors for elementary school girls at L.O.L. camp. They reached outside our country by filling bags with supplies for refugees and participating in Operation Christmas Child - they shopped for gift items and packed them into shoeboxes that went to children in Mexico.

Additionally, the girls at Hope Harbor tried to reach out to serve churches in our community. The girls assembled and packed gift bags for the Beth Moore Simulcast hosted by Living Word, and served and cleaned up after the Community Lenten Lunches. They also assisted with funeral cleanup at Cornerstone UMC.

We are excited to continue our relationships with our monthly service projects, and search for new ways to serve our community in 2017!

"The entire law is summed up in a single command: 'Love your neighbor as yourself.'"
Galatians 5:14

Publicity Report

The story of Hope Harbor was shared in 24 different venues in 2016 through speaking engagements. In addition, a front-page article in the Marshall Independent featuring Hope Harbor and the work that we do.

Results Radio continues to run Public Service Announcements on a regular basis, Guiding Light Marketing publicized the ministry on the electronic bill board, Starhaven Films produced a video for Hope Harbor along with videos of 3 girl's testimonies.

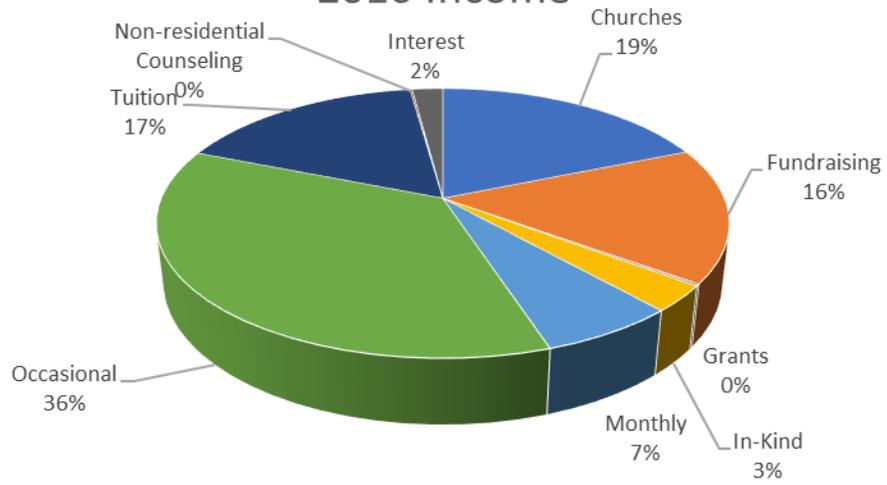
Two newsletters were sent to over 400 family units, we have an active Facebook account, Instagram account, and a website.

Facility Report

Overall our facility is in excellent condition and we are very blessed to have such a lovely home for our ministry. In February, Bisbee Plumbing and Heating installed a new thermostat with a remote on the gas fireplace in the living room. We are now able to better control the heat in this room as we can now set the thermostat to a set temperature and it automatically kicks off and on. New blinds were installed in the classroom. A portion of this came from an in-kind donation. The pulls on the kitchen cabinets were replaced. A donor purchased a new washer and dryer for the house. Trio Plumbing and Heating inspected the furnace in October and it is in excellent working conditions. Filters are replaced monthly. Heimann Fire inspected the fire extinguishers in October as well and one of our existing extinguishers was replaced. The executive director's office received a facelift with new carpet and paint. The wallpaper in the back entry was removed and it was painted. Staff did most of this work. For safety purposes, we have Key Pad Locks on the entry doors, medication closet, and staff office doors.

“But as for me and my household we will serve the Lord” Joshua 24:15B

2016 Income



- Churches
- Grants
- Monthly
- Tuition
- Interest
- Fundraising
- In-Kind
- Occasional
- Non-residential Counseling

2016 Expenses

