



**Project: PeaceMakers,  
Incorporated (PPMI)**

**Annual Report**

**January 1, 2019 through  
December 31, 2019**

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## **OUR MISSION**

The Mission of Project: PeaceMakers, Incorporated (PPMI) is to interact with all aspects of the community in an endeavor to enhance the quality of life by addressing Domestic Family/Intimate Partner Violence (DF/IPV). Through education, intervention, empowerment and prevention, we are able to teach and apply a healthy, positive life-changing approach in helping break the cycle of violence in our homes and our communities.

## **OUR MOTTO**

**“We want to ‘BE’ the change in your life!!!”**

## **ACCOMPLISHMENTS:**

In 2018 PPMI went through several changes to reconstruct and improve the overall qualities of our administration, case management services and financial stability. We promoted our part-time bookkeeper to operations manager to better assist the agency with the day-to-day operations, as well as the executive director. Through this transition, that began in April 2018, we began 2019 with the following four specific goals:

1. Secure a new accounting firm
2. Increase clientele
3. Establishing and maintain website
4. Increase cash flow through fundraisers, grants, contracts and donations

We are elated to state that all goals were accomplished with additional growth in other areas of the business, as well!!!

### **Goal 1: Secure a New Accounting Firm (Financial Stability)**

It was imperative that in January we secured a new accounting firm, as we had received an audit from the Los Angeles County Auditors in August of 2017 and the issues that were addressed was in part the responsibility of the previous accountant. Furthermore, after reviewing and responding to these issues, the new operations manager, along with the executive director, agreed that an imminent change was needed in order to stabilize and grow the agency's financial assets in order to continue servicing our clients needs. In January 2019, we retained the services of Quigley & Miron, Certified Public Accountants, who has a department that specializes in serving non-profits.

In November 2019 our new accountants requested an extension for the filing of our taxes with both the IRS and State, due to our previous accountants errors with our Quickbooks system. We were granted the extension filing until May 15, 2020. After receiving additional documents from the previous accounting in December, our new accountants are currently working on our taxes.

For the ending Fiscal Year of 2017-2018 our net asset amount was \$4,582 and our 2018 calendar net assets reflected **\$60,349.00**. Our 2019 calendar year profit and loss statement reflect the following:

Revenue: \$327,621.67    Expenses: \$378,772.36    Net Income: -\$51,150.61

Our accounting records reflect a calendar net asset difference of **\$9,198.39** from December 31, 2018 to December 31, 2019 (a copy of all profit and loss reports noted above were presented to the board of directors on January 16, 2020 while reviewing this report during their board meeting).

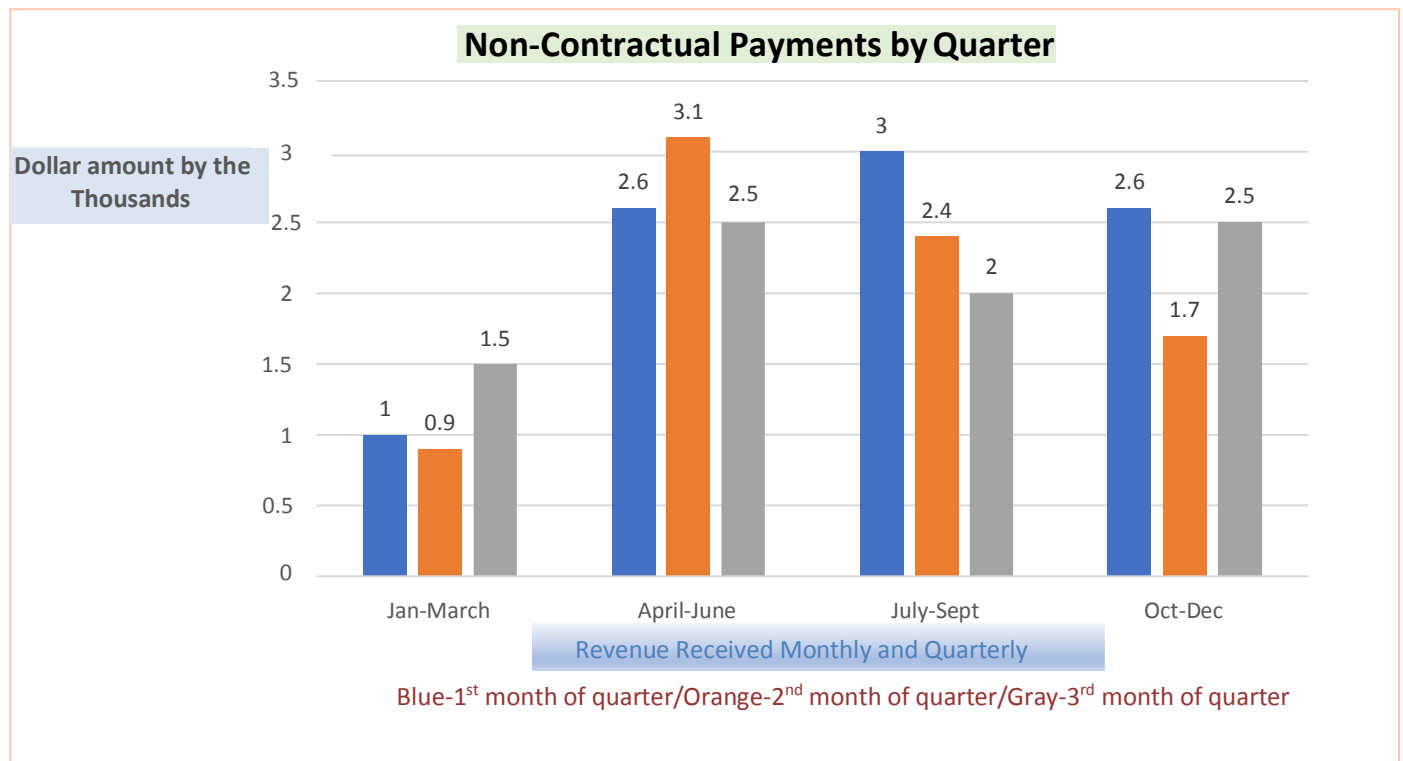
Our total program cost expenses were 85% and our administrative cost expenses were 15% of our total revenue.

## **Goals 2 & 3: Increasing Clientele and Establishing/Maintaining Website**

In January we reflected on our clients end of the homework assignments from 2018 to learn what our case managers/facilitators did well and what areas we needed improvement. During this discussion, we realized that there was a need for weekly and monthly reports of recording clients' payments, class totals and gathering statistical information to better assist our clients and team.

Therefore, as of February 1<sup>st</sup>, we implemented new weekly reports of payments received, non-contractual intake and concurrent totals, as well as progress reports request. Additionally, we added monthly statistics reports, which include demographics of age, gender, age, income, language, sexual orientation, referrals to mental health, housing, shelters and legal aid. Along with the new weekly payment report, we revised our method of receiving clients' payments, which is now through PayPal, Cashier's Check or Money Orders, only.

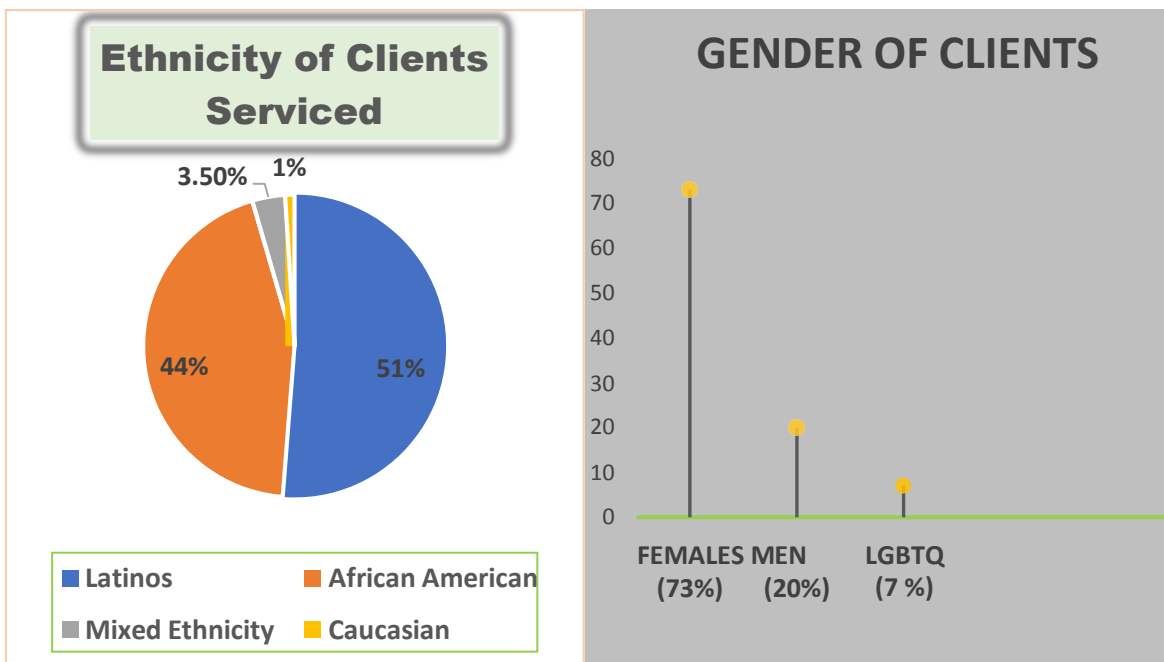
With these new implementations we are able to closely monitor attendance, as well as payments, which has made a tremendous growth impact on our financial stability in paying our monthly overhead expenses. The below graph shows the actual amount of non-contractual revenue we received each month within each calendar quarter.



In the above graph we are able to recognize the growth of revenue and the trend of less income for specific months, which are due to a lack of attendance for middle to end of summer months, and November for holiday closure dates.

Our growth in revenue was due to three major changes: non-contractual payment policy; increase in clientele and marketing our services through our new website, which was launched in January, as well. Additional marketing tools were used through the updating of our Constant Contact email list; partnership collaboration with surrounding community base organizations, such as Voices of Neighborhood Council and Yetunde Price Resource Center, as well as social media outlets (Facebook, Twitter).

We averaged 183 clients per month: 101 non-contractual and 82 contractual. Out of the 183 clients, 73% are women: 20% men and 7% LGBTQ. Both our non-contractual revenue and clientele increased by 35% from 2018. The following graph reflect the average gender and ethnicity of our clients served:



The above noted information exceeded our expectations of meeting our second and third goals and we are very pleased with the outcome, especially because the fourth goal brought additional revenue funding through two major fundraisers; 14 outreach events; other monetary, computers, clothing and food donations for our clients and our agency.

## **Additional Growth**

Although we did not receive the Child Abuse Prevention, Intervention and Treatment grant (CAPIT), through the process of completing and submitting our proposal we were able to obtain a Green Business Certification from Los Angeles City and a Social Enterprise Certification from Los Angeles County, which allows us social enterprise preference on non-government or government contract solicitations of contract proposals.

In June we purchased a storage shed to save on current and future cost, as our rental storage monthly fees had increased to over \$400. We were able to purchase the new shed for \$4200 with no interest fees, if repaid by June of 2020. We are currently on pace to complete repayment no later than April 13th.

Disorder (SUD) Curriculum and Brochure. Following this project, we soon began a new project to revise all our curricula for our Anger Management Domestic Violence Education for Victims and Parenting Education programs. The revised curricula include clients bringing journals to class with specific journal entry assignments for credit; basic word and excel training; financial empowerment and current event topic of discussion.

In August our operations manager taught all classes (English and Spanish) basic word and excel and financial empowerment to assist clients with much needed life skills in the both these areas. Due to the instant feedback we received from the clients, both topics were continuously taught through November, which is why we decided to include them into the revise curricula for all classes. Along with these changes in curricula, our senior case manager approached us to add an additional Spanish speaking Parenting Education class on Saturday that began January 11, 2020. With this additional class we are now providing 17 classes in the area of DV/IPV arena, with the exception of a batterers program.

In November our agency hosted its first two-day certified Faith Base Training, "The Effects of Domestic Violence on your Congregation." This training was envisioned in 2018 with all the agenda and material ready to be implemented, but the opportunity did not present itself until November of 2019. Due to its success in collaboration with Holy Tabernacle Church of God, we will continue to host these certified trainings twice a year.

Also in November we began a Peer group for our clients, only. After six weeks, we felt there was a specific need to address men who are victims or survivors of DV/IPV, as they are overshadowed by the women's immediate needs. Therefore, as of January 2020 we are providing two support groups for English speaking men and women, separately. In June 2020 we hope to add additional Peer Support Groups for our Spanish speaking population.

In December our board of directors and personnel staff/team had a “Meet and Greet” reception, which was a great opportunity for familiarity with one another. In sharing personal stories of how each person became a part of the agency, it enhanced the agency’s overall mission and motto.

Also in December, we held our annual Client Christmas Party. This is one of our favorite outreach events, as we are able to go above and beyond to support our clients during the holidays. We also received 10 Chromebook laptops for our clients, which were raffled during the event, along with gift cards, handbags with personal hygiene items, and toys for the clients and their children. The joy and tears of so many of our clients during this time of year is truly priceless!!!

**Goal 4: Increase cash flow through fundraisers, grants, contracts and donations**

This was the first year we participated in #GivingTuesday and we received \$3,416! Our second Fundraiser with Blaze Pizza was also a success, as we raised a little over \$200. Along with these funds came three new three new laptops with Microsoft 365 from an anonymous business organization that will be used specifically for our basic word and excel class training!

We received a \$1200 grant from Voices of Neighborhood Community 90037 & 90044, to scholarship four participants of our 40-Hour Domestic Violence/Intimate Partner Violence Advocacy Training.

Additional donations of clothing and food was received from many community residents to assist our clients. These donations were provided to us each month, consistently, and our clients truly appreciated them.

Department of Public Health-Office of Women’s Health (DPH-OWH) granted us two additional contracts: Substance Use Disorder (SUD), which began in May 2019 and continued into the new fiscal year of 2019-2020 totaling an amount of \$54,786. In October 2019, they also provided us with an additional funding under our current CalWORKs FY contract of \$27,392, so we are able to service more clients.

With the additional CalWORKs funding from DPH-OWH we were able to employ a new part-time case manager through June 30, 2019, to assist with increasing our intake of clients for this program. We are optimistic that funding will increase for this contract or we will receive additional funding through grants before the end of the fiscal year so that we may retain our new employee.

At a glance we increased our total revenue through fundraisers, grants, contracts and donations (monetary and tangible items) approximately \$50,000 from our 2018 ending gross revenues. As our accounting system is recorded by the fiscal year of July 1<sup>st</sup> through June 30<sup>th</sup>, the actual amount of increased revenue will be documented at the end of the fiscal year and reported during the August 2020 board meeting.



We would like to thank all our supporters for helping us achieve our 2019 goals, and beyond!!! We would not be able to continue God's work without your amazing support of volunteering, monetary and tangible donations; grants, contracts, and above all, your kindness and love for the service we provide to the underserved population in our community!!!

### **Improvement and Goals for 2020**

As we began 2020, we still have room for improvement and goals to obtain. We have outlined them to be as follows:

A. Improvement areas:

- Teamwork: Case Management/Outreach/Communication
- Detail to work assignments
- Prioritize tasks

B. Our Goals:

- Teamwork: Case Management/Outreach/Communication
- Additional training in the crossroads of Human Trafficking and DV/IPV
- Additional training in the crossroads of LGBTQ and DV/IPV
- Fundraisers and Grants for overhead administrative and new building to service more clients at NO COST!!!

In closing, we would like to again mention that without our volunteers, employees/team, board of directors, grantors and donors, our doors would have been closed many years ago. We are truly grateful that you have believed in our mission and continue to support our efforts, as we continue to improve to provide the quality of life for Domestic Violence/Intimate Partner Violence Victims and Survivors of the underserved populations.

Respectfully,



Bernita R. Walker  
Executive Director



Kelie J. Sturgis  
Operations Manager