

2011 ANNUAL REPORT



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Building a stronger Downeast Maine...



We have accomplished many things at Mano en Mano in 2011. We have made great strides in providing needed housing, essential classes and support to the larger, diverse community here in Downeast Maine. Your support in 2011 helped us in vital ways. We continue to work toward our mission of “building a stronger and more inclusive Downeast Maine by working with diverse populations to provide education and affordable housing opportunities, remove barriers to health and social services, and advocate for social justice.”

As a small community-based organization, we work hard to be deserving of your continued support. In 2011, we spent 80 cents out of every dollar directly providing programs and services. Thank you again for helping us build a stronger community here in Downeast Maine!

Sasha Alsop
SASHA ALSOP, President

2011 BOARD

- Sasha Alsop, *President*
- Chloe Dowley, *VP*
- Art Emerson, *Treasurer*
- Laura Thomas, *Secretary*
- Morna Bell
- Charlie Harrington
- Abby Hernández
- Kathy Baader Howell
- Eric Kelley
- Olivia Pérez Zamora

THANK YOU!

A special thank you to our most generous donors!

VISIONARIES:

- Sasha Alsop
- Ann & Dennis Coleman
- Kathy & Jim Howell
- John & Lee-lee Schlegel
- Kathleen & Robert Sullivan
- Emi & Roger Yochelson

BUSINESSES: Bar Harbor Bank & Trust • Bar Harbor Congregational Church • Bowdoin College • FactSet Research Systems • Freebie, LLC • Machias Savings Bank • Schoodic Insurance • Worcester Resources

FEDERAL GOVERNMENT: USDA Rural Development

FOUNDATIONS: Betterment Fund • C.F. Adams Charitable Trust • Fidelity Charitable Gift Fund • Maine Humanities Council • Maine Community Foundation • MeHAF • Scholarship America • Schwab Charitable Fund • Sewall Foundation • University of Maine Foundation

INDIVIDUALS & FAMILIES: Anonymous (multiple) • Candace Alsop • Christiane K Alsop • Elizabeth Alsop • Carl & Ora Aselton • Jean D Beckley • Morna Bell • Allan & Nancy Hill Benson • Karen J Bopp • Tom & Ronnie Boutureira • Gregory & Susan Campbell • Dan & Faith Carlson • Roger & Judith Clapp • Les & Joyce Coleman • Joseph & Hilly Crary • Deborah Culkin Sarah Dalton-Phillips • Nicholas & Mary Davis • Mark S Dodge • Chloe A Dowley • *continued*

Transformative is the word that comes to mind when I think back to 2011. Thanks to the support of generous individuals, families, businesses, foundations, and agencies, we pushed Mano en Mano to a whole new level.

Our staff is innovative, efficient, effective, and deeply committed to our mission. We’re also very intentional about the programs that we create, maintain, and complete. Every action that we take is guided by a desire to help people achieve their personal goals and dreams.

As a volunteer, client, donor, community member, or friend, YOU are helping strengthen our community one person and one family at a time. I hope that you enjoy reading about our programs and some of our favorite stories from 2011. Thank you again for your support. It inspires all of us!

Ian Yaffe
IAN F. YAFFE, Executive Director
Fall 2011

INDIVIDUALS & FAMILIES *continued*: David & Carol Dowley • Carolyn & Jules Drenzek • Arthur & Dona Emerson • Daniel & Eliza Erikson • Dave Feldman & Doreen Stabinsky • Gail & Thomas Finlay • Lawrence Finnegan • Frederick & Constance Glore • Elizabeth Grant • Malvina A Gregory • William & Jean Guptill • Florence Gurnon • Charles & Wendy Harrington • David P Harrington • Emily & Thomas Haslett • Charles & Laura Hendricks • Allan & Susan Hoben • Priscilla Jane Hukki • Judith W Joy • Eric Kelley • Adam Kommel • Christopher & Mary Libby • David & Lauren Lischer • Marie H Lundahl • Donna MacDermott • George MacNaughton • Jane Makela & John Vogt • Charlotte Martin-Berry • Elliott C McEntee • Gerald Metz • Gerrish Milliken • Anne Morgan & Stephen Brown • Stephanie Morgan • Patricia & Sune Noreen • Peter & Ruth Nye • John & Leslie Page • Mia & Stephen Parker • Olivia Perez • Wayne & Gail Peters • Brittany Ray & Ron Smith • Blanca Santiago & Jon Bradley • Ineke Heinhuis Schair • Carol Shloss • Les Simon • Jane Smith • Craig & Barbara Snapp • Lael & Rob Stegall • Laura Thomas • Anais Tomezsko & Noah Scher • Moseley & Helen Waite • John Wiltse • Rose Wingo • Hens & Joke Vanderschoot • Elizabeth Winthrop • Bahia T Yackzan

HONORARIA: In Honor of Anais Tomezsko: Blanca Santiago & Jon Bradley, In Honor of Seamus & Jacob Russet: Dan & Faith Carlson, In Honor of Sasha Alsop: Stephanie Morgan, David & Lauren Lischer, Mia & Stephen Parker

FEDERATED CAMPAIGNS: Combined Federal Campaign of Maine



2011 STAFF

- Ana Blagojević
- Mandi Cornett
- Tricia Duggan
- Taylor Escajeda
- Edith Flores
- Michelle Hammond
- Ramona Miller
- Maria Paniagua
- Juana Rodriguez-Vazquez
- Jay Skriletz
- Bethany Woods
- Ian Yaffe

2011 IN REVIEW...

Mano en Mano's **ACCESS TO ESSENTIAL SERVICES** program was very busy in 2011—We answered **430 REQUESTS FOR ASSISTANCE!** This includes helping people with job applications, translation, communication with social service agencies, counseling, and more. We also conducted an extensive Needs Assessment of 85 households to guide future programing.

After many years of dreaming and planning, we opened the doors to Maine's first affordable housing project for farmworkers: **HAND IN HAND APARTMENTS**. Within a month, the building was fully occupied with six families ranging from blueberry rakers to seafood workers.

Neighbors and friends helped us celebrate diversity and build unity through our **COMMUNITY INTEGRATION** program. We hosted monthly potlucks and three signature events: Spring Fling, Mother's Day Celebration, and Christmas Posada (see story on next page).

Our **EDUCATIONAL PROGRAMS & SCHOLARSHIPS** gave individuals and families the tools and resources they needed to follow their dreams. We provided \$3,000 in direct scholarships to college students, supported over 60 students in conjunction with the Maine Migrant Education Program, and worked with the EdGE to provide a variety of cultural education experiences.



EVENT SPOTLIGHT: OUR 2011 HOLIDAY POSADA

By EDITH FLORES, Client Services

A smile means a lot. When it comes from a child, it means even more. Our "Posada" Holiday party—one of our last events of the year—included a Community potluck, games, activities, raffle music, piñata and a special small goody bag for every child from baby to teenager. This time of the year is also wreathing season, when many families work 7 days a week till late evening. It's inspiring to see families in the community taking time to celebrate and share together. Around 80 children enjoyed participating in the games and activities, making new friends and playing with them as if they were old friends without noticing their skin color or language difference. Adult community members had the opportunity to watch, learn, and appreciate a moment when everyone could come together.

Mano en Mano holds family-friendly community events and activities throughout the year; annually, Mano en Mano hosts a Mother's day potluck, a Day of the Dead celebration, a holiday posada, and a Spring Fling event.



"Hand in Hand Apartments" by Kaitlyn Metcalf, Moss Keep Studio, 2011.

Where do we go from here?

A VISION FOR THE FUTURE



BY IAN YAFFE
Executive Director

A TRIANGLE OF NEEDS—That's how I see Mano en Mano's new strategic vision. To position the organization for long-term efficacy, we need to build programs in three areas: **ADULT EDUCATION, COMMUNITY INTEGRATION, AND ACCESS TO ESSENTIAL SERVICES.**

This plan is based on the idea that **MANO EN MANO IS A SOCIAL JUSTICE ORGANIZATION** and is uniquely designed to help build a more closely-knit community, foster educational attainment, provide housing for those who cannot afford it, and advocate for those without a strong voice. Our goals

are to **REDUCE THE NEED FOR OUR PROGRAMS AND SERVICES, INCREASE THE SELF-RELIANCE OF OUR CLIENTS, INCREASE THE STRENGTH OF COMMUNITY IN MILBRIDGE, AND CONNECT PEOPLE WITH THE ORGANIZATION** in a way that is personally meaningful. We intend to tackle several internal challenges and community issues.

INTERNAL CHALLENGES

1. FINANCIAL CAPACITY:

We need to generate more financial support from more diverse sources.

2. ADMINISTRATIVE

CAPACITY: We need to increase the abilities of the Board to govern and of the staff to effectively operate a mid-

sized corporation. We need to ensure fair compensation for staff and expand our operating hours to include Fridays.

3. PHYSICAL SPACE: We need to find a more visible office location with more space for programming.

COMMUNITY ISSUES

1. ENGLISH LANGUAGE

ATTAINMENT: The primary reason that clients access our services is a lack of English speaking abilities. By the end of 2014, we will be home to a robust Adult Learning Center that aims to include ALL members of the community, not just non-English speakers.

2. COMMUNITY

CONNECTIONS: Mano en Mano will collaborate with the Town of Milbridge and other groups to facilitate the coming together of diverse populations to engage in meaningful interactions, through family-friendly

activities in a location that feels welcoming to all.

3. ACCESS TO ESSENTIAL SOCIAL SERVICES: We will continue to provide client services with the purpose of expanding access, opportunity, and communication between families, individuals, organizations, and the wider community. These services will begin to require client accountability, foster self-reliance, and connect to the English language attainment and community connections issues.

4. HOME OWNERSHIP: In the later years of this plan, Mano en Mano will expand its affordable housing opportunities to provide opportunities and connections to home ownership programs. Mano en Mano will not expand its rental housing opportunities, except if necessary to secure physical space for its offices and/or learning center.

HAND IN HAND / MANO EN MANO, INC.
AUDITED STATEMENTS OF FINANCIAL POSITION
December 31, 2011 and 2010

ASSETS		
	2011 (\$)	2010 (\$)
CURRENT ASSETS		
Cash - Unrestricted	54,229	9,992
Cash - Escrows for Hand in Hand Apartments	10,927	—
Cash - Restricted (Note 5)	<u>3,109</u>	<u>4,258</u>
Total Cash	68,265	14,250
Accounts Receivable	<u>—</u>	<u>14,088</u>
Total Current Assets	68,265	28,338
PROPERTY & EQUIPMENT		
Land	95,553	87,553
Building	1,181,501	—
Equipment	28,103	3,394
Construction in Progress	<u>—</u>	<u>275,716</u>
Total	1,305,157	366,663
Less Accumulated Depreciation	<u>18,223</u>	<u>1,172</u>
Net Property & Equipment	1,286,934	365,491
TOTAL ASSETS	<u>\$1,355,199</u>	<u>\$393,829</u>

LIABILITIES AND NET ASSETS		
	2011 (\$)	2010 (\$)
CURRENT LIABILITIES		
Accounts Payable - Operations	269	—
Accounts Payable - Construction (Note 3)	—	8,045
Tenant Security Deposits	3,450	—
Current Portion of Long-term Debt	<u>17,110</u>	<u>—</u>
Total Current Liabilities	20,829	8,045
LONG-TERM LIABILITIES (Note 2)		
Note Payable - Coastal Enterprises, Inc.	126,364	—
Note Payable - USDA Rural Development	175,778	—
Less Current Portion	<u>(17,110)</u>	<u>—</u>
Total Non-Current Liabilities	285,032	—
TOTAL LIABILITIES	<u>\$305,861</u>	<u>\$8,045</u>
NET ASSETS		
Unrestricted Net Assets	1,046,229	381,526
Temporarily Restricted Net Assets (Note 5)	<u>3,109</u>	<u>4,258</u>
TOTAL NET ASSETS	1,049,338	385,784
TOTAL LIABILITIES & NET ASSETS	<u>\$1,355,199</u>	<u>\$393,829</u>

Full Independent Auditor's Report is available at www.manomaine.org/resources/transparency and was completed by Otis | Atwell, CPA of South Portland, Maine.

HAND IN HAND / MANO EN MANO, INC.
STATEMENTS OF ACTIVITIES & CHANGES IN NET ASSETS
For the Years Ended December 31, 2011 and 2010

	2011 (\$)	2010 (\$)
INCOME		
Foundation Grants	80,467	57,544
Development Grant (Note 6)	646,005	359,717
Annual Fund Contributions	18,263	15,998
Program Service Fees	103,058	48,939
Tenant Rent	15,981	—
Tenant Subsidy	21,447	—
Miscellaneous	2,658	823
Interest	<u>91</u>	<u>34</u>
Total Income	887,970	483,055
EXPENSES		
Administrative	38,579	26,947
Program Services	140,498	77,818
Fundraising	6,978	13,166
Maintenance	6,381	—
Utilities	7,043	—
Depreciation	17,051	603
Insurance	3,653	4,429
Real Estate Taxes	2,931	—
Interest	<u>1,302</u>	<u>—</u>
Total Expenses	224,416	122,963
Increase in Net Assets	663,554	360,092
Net Assets, Beginning of Year	<u>385,784</u>	<u>25,692</u>
Net Assets, End of Year	<u>\$1,049,338</u>	<u>\$385,784</u>

APPLICABLE NOTES TO AUDITED FINANCIAL STATEMENTS

Note 2 - Notes Payable: During 2011, the Organization executed a loan with Coastal Enterprises, Inc. The loan bears interest of 6.5% per annum and is secured by real property... The balance of the loan as of December 31, 2011 was \$126,364. During 2011, the Organization executed a mortgage loan with USDA - Rural Development. The loan bears interest of 1% per annum... The balance of the loan as of December 31, 2011 was \$175,778.

Note 3 - Accounts Payable - Construction: During 2009, the Organization began to develop a low income housing project. At December 31, 2010, construction costs payable totaled \$8,045.

Note 5 - Temporarily Restricted Assets: Temporary restrictions on net assets at December 31, 2011 and 2010 are related to funds raised from various sources which are to be used to provide educational assistance to local individuals. At December 31, 2011 and 2010, the Organization had \$3,109 and \$4,258, respectively, of cash on hand which could only be used for scholarships.

Note 6 - Development Grant: During 2010, the Organization executed a grant agreement with USDA, Rural Development which provides up to \$1,005,722 of funds to be used for the development of an affordable housing project. During 2011 and 2010, the Organization received grant funds of \$646,005 and \$359,717, respectively.

ALL ABOUT ABBY: 2011 LATINO SCHOLARSHIP FUND RECIPIENT

By BETHANY WOODS, Community Relations

In 2011, Mano en Mano was pleased to announce Sumner High School Graduate Abby Hernández as the recipient of our 2011 Latino Scholarship! The Scholarship granted \$1,000 for the 2011-2012 academic year, and is renewable for three more years. Abby graduated from Sumner High School on June 9th and began her freshman year at Husson University in Bangor, enrolling in their nursing program. "I'm excited but nervous to start college," Abby then said. "I'm most looking forward to starting something new, meeting new people and traveling to different places." Abby liked Husson for its small size, and felt comfortable right away when she visited the campus and classes during Spring 2011.

With an interest in taking care of children and in health, Abby decided her junior year of high school to pursue nursing – and she hopes to specialize in pediatric nursing. She's already a step into the field, having gained her CNA certification during her senior year of high school. Abby participated in Varsity Track in grades 10-12, which was a favorite experience from high school. "Track gave me an opportunity to meet more people when I was new to school, and our coach taught me a lot about setting goals to achieve, and showed me how to be determined," she said. In addition, Abby was on the Student Council Committee in grades 11-12. We are so excited to be supporting her academic efforts in the coming years.

Mano en Mano's Latino Scholarship Fund, an affiliate of the Northeastern Dollars for Scholars Program of Scholarship America, is established to provide renewable financial aid to both traditional and non-traditional students from Washington and Hancock Counties who self-identify as Latino and who wish to pursue post-secondary education opportunities. As of 2011, the Fund also currently supports University of Maine at Orono nursing students Olivia Pérez Zamora and Leticia Pérez Zamora.



Abby Hernández



David's father shows a picture of David's graduation day.

ON TO HIGHER EDUCATION

By ANA BLAGOJEVIĆ, Migrant Education Program

During Maine's blueberry harvest of 2011, the Migrant Education Program (MEP) offered services to students ages 14-21 in the camps where working families and individuals reside. Students who are around for the harvest often have diverse needs, interests, and schedules; MEP teachers plan lessons and curriculum that accommodate students' individual needs. One of the students working for Wyman's of Maine, David Santiago-Cruz of Florida, was working night shifts in the blueberry processing factory and providing child care for younger siblings during the day. Mano en Mano was able to simultaneously provide services for his younger brother, enabling David to make extraordinary progress working on pre-GED math lessons one-on-one with Ana Blagojević (MEP Coordinator & Advocate). Because of David's interest and high level of motivation, Ana connected David with a High School Equivalency Program in his hometown in Florida where he would be able to take classes and earn his GED.

During the 2012 blueberry harvest, David's father approached Ana and shared that his son had indeed returned to Florida, enrolled in the HEP program, and earned his GED. David did not return for the 2012 harvest, because he was working full-time and about to enroll in a higher education program!





MANO EN MANO OPENS MAINE'S FIRST AFFORDABLE HOUSING PROJECT FOR FARMWORKERS

On a beautiful day in Downeast Maine, nearly 100 guests gathered at 173 Wyman Road to celebrate the grand-opening of Hand in Hand Apartments. Originally conceived in 2006, this 6-unit building is a place where “truly weary workers will come to rest,” said Maine Agriculture Commissioner Walt Whitcomb.

USDA Rural Development State Director Virginia Manuel added, “the hard work provided by the farm labor workforce is essential to driving the local agricultural and aquacultural industries in the area.” CEI President Ron Phillips spoke of the “great potential” of Washington County. And most importantly, the building’s first tenant, Jamie Thompson-Ostorga, helped cut the ribbon to her first apartment.

After 5 years and \$1.3 million, a dream has finally become reality.



Executive Director Ian Yaffe, Chris Roberts (HUD), and John Wiltse (PathStone Corporation)—the original project partners—pose in front of Hand in Hand Apartments. Chris and John met with Mano en Mano's previous director, Anais Tomieszko to begin the application process in 2006!