



## The Arc of Bismarck

Annual Report  
September 30, 2013 - October 1, 2014

Cally Musland, Executive Director



Dear Friends,

November 2014

It has been an exciting year of new beginnings at The Arc of Bismarck! The organization has seen changes in its workload and staff, but one thing remains the same – our vision of full inclusion.

In my desk drawer, I keep notes, letters, and cards from self-advocates I have met throughout my interactions and life experiences. They serve as reminders of the impact that just one person can make. In one of those cards reads the greatest thing anyone has ever said to me, “Miss Cally, Thank you for making me feel like I fit in this world!” Every single person should feel like they fit in this world. And that’s why we keep fighting for inclusion. We can always do more, we can always do better.

This document highlights some of the activities, accomplishments, financials, and deliverables of The Arc of Bismarck this past year. None of this would have been possible without the help of some very important people.

- **Our Board of Directors - Linda, Tahna, Mark, Mike, Christine, Sandy and Marlene:** A nonprofit organization is only as strong as its board of directors. Like the population we serve, overcome has been a defining word for our organization. Your support and unwavering commitment continue to guide our organization into the future. We are, and with your help will continue to be, a strong voice for inclusion.
- **Linda Johnson Wurtz, President:** Your consistent presence and leadership is one of our organization’s greatest attributes. You have set a prime example of what leadership means in this organization.
- **April Dahme, Program Coordinator:** One of the best days of my career was the day you walked through my office door and handed me your resume. I have such confidence in your abilities to take our programming to the next level.
- **Rob Guthmiller, Store Manager:** You have stepped up with an eagerness to learn and a true desire to see our store succeed. Your passion for our mission of improving the lives of people with disabilities is obvious, and is seen by every one that walks through our Thrift Store doors.
- **Members:** You remind us that there are people who support our mission and efforts. You are essential to the vitality of The Arc.
- **Donors:** Without you, none of this would be possible. Your belief in our work is met with our unending gratitude.

We look forward to a productive North Dakota Legislative Session and a fully paved parking lot at The Arc Thrift Store in 2015!

All my best,

Cally Musland  
Executive Director

## MISSION STATEMENT

*"To provide education, advocacy and supports to children and adults with disabilities to foster empowerment and full inclusion in the community."*

## BACKGROUND

The Arc is a private, non-profit 501(C)3 advocacy organization that was formed in 1957 and incorporated in 1960. Originally founded by a small group of parents and stakeholders, The Arc has developed into a powerful membership-driven organization of over 700 state and local chapters. The Arc of Bismarck is affiliated with The Arc of the United States and The Arc of North Dakota. While the work of Arc chapters across the country is diverse, The Arc of Bismarck, like The Arc of North Dakota, does not provide any direct services to consumers. Throughout its history, The Arc of Bismarck has offered a variety of services and supports, always morphing to meet the current needs of individuals with disabilities and their families. The Arc of Bismarck is dedicated to improving community supports and services, influencing public policy at all levels, providing education and training for advocates, self-advocates, and parents, and achieving full inclusion of people with disabilities in all aspects of life. Through these efforts, the organization teaches effective self-advocacy skills, fosters empowerment, and seeks to advance the overall quality of life for individuals with disabilities and their families. Many activities over the past year have allowed The Arc of Bismarck to remain relevant and important to the disability community.

## SUPPORTS

### *Information and Referral*

The Arc of Bismarck provides individuals with disabilities and their families assistance in finding appropriate community resources. Trained professionals help self-advocates, parents, and community members understand and navigate complex systems of education, government, and community institutions. During the past year, information and referrals have been given on a variety of topics, such as housing, guardianship, low-income services, family services, adaptive equipment, and education. The Arc of Bismarck has seen the volume of calls for information and referral requests steadily increase over the past year. Several factors have likely contributed to this increase, namely the population growth in the local area.

### *Community Living Program*

This program provides people with disabilities transitioning out of an institutional setting and into the community a voucher that can be used at our thrift store for household items and personal effects. The Arc of Bismarck does not see large volumes of requests for this service. However, The Arc continues to provide assistance to people transitioning into independent living environments. A representative from The Arc is actively involved with the Money Follows the Person program, which provides funding for one-time moving costs to people with disabilities and adults and assists individuals in obtaining the services and supports needed to live independently. During the annual review of the strategic plan, the Board of Directors expressed the desire to expand or redesign this program to broaden the scope of its services. The Board will continue these discussions in the coming year.

### *American People Self-Advocacy Association*

American People is a self-advocacy organization run by and for people with disabilities whose mission is: “Helping all people with disabilities learn about their rights and responsibilities, while promoting self and systems advocacy in the community.” This group is provided with advisory and fiscal support by The Arc of Bismarck. During the past year, The Arc has worked closely with this group to encourage growth and membership development. Some highlights include: designing new logo, t-shirts, and printed materials; researching community transit issue; selling cookbooks at community events and The Arc Thrift Store; hosting presenters on various topics at membership meetings; and sponsoring several social events, including a Halloween party, summer barbeque, and the annual Christmas dance. All adults (18+) with disabilities are invited to attend the group’s monthly membership meetings to find out more about the group and get involved in self-advocacy. Meetings are held the first Monday of every month at 7:00 p.m. at the Bismarck Public Library.

## **ADVOCACY**

### *Individual and Systems Advocacy*

The Arc of Bismarck knows the critical role advocacy plays in independence, and is an active advocate for issues and concerns regarding the rights of people with disabilities and their families. Individual advocacy is provided upon request and has come largely in the form of information dispersal and connecting citizens with their legislators. Systems advocacy at The Arc of Bismarck is displayed through continued participation in the local Legislative Working Group, North Dakota Disabilities Advocacy Consortium, and other collaborative activities. The Arc is especially proud to have completed the twenty-first year of the North Dakota Partners in Policymaking program.

### *Legislative Advocacy*

The Arc of Bismarck tracks and monitors disability related legislation and provides written and oral testimony, as needed. The Arc of Bismarck secured a contract to provide legislative advocacy services to The Arc of North Dakota for the 2015 Legislative Session. The Arc’s legislative priorities area, pending approval from the state Board of Directors, will include employment, housing, transition services, and the marriage penalty in Supplemental Security Insurance (SSI). The number of individuals with disabilities and those receiving services continues to increase as the state experiences a population boom. Thus, The Arc expects to monitor the Department of Human Services budget very closely, as budget increases that support programs and services for individuals with disabilities are likely topics of increased discussion. The Arc has also been on the needle of the new federal regulations on home and community based services (HCBS) provided by states through the federal Medicaid waiver. The rule provides a new definition of “home and community based” and adds protection for individuals receiving services through the waiver. The intent of the rule is to ensure that individual choice is at the center of HCBS settings and programs, individuals have full access to the benefits of community living, and

individuals receive services in the most integrated settings. The Arc supports the intent of the federal rule and will continue to follow the state's transition plan and activities in becoming compliant.

In April, The Arc's Executive Director, Cally Musland, attended the Disability Policy Seminar in Washington, D.C. Topics of interest on the national level included: federal funding for Social Security and SSI, Medicaid funding for HCBS, employment services and the Workforce Innovation and Opportunity Act (WIOA), restraint and seclusion (in schools) legislation, ABLE Act, autism, Affordable Care Act implementation, and the international treaty that promotes a more accessible world for people with disabilities called the Convention on the Rights of Persons with Disabilities (CRPD). Musland was able to meet with Sen. Heidi Heitkamp and a staffer from Sen. John Hoeven's office to discuss issues of importance.

In October, The Arc's President, Linda Johnson Wurtz, and Executive Director attended the national convention and annual meeting in New Orleans, Louisiana. The delegate body passed revisions to six of The Arc's position statements that were up for review: Criminal Justice, Self-Advocacy, Family Support, Direct Support Professionals, Medicaid, and Waiting Lists. Of The Arc's position statements, the topic of criminal justice, specifically the treatment of individuals with disabilities under the current system, was popular amongst national convention attendees and staff. The position statement addresses people with disabilities both as victims and as offenders. All of The Arc's position statements are available online at <http://www.thearc.org/who-we-are/position-statements>.

## EDUCATION

### *Partners in Policymaking*

The Arc of Bismarck coordinates North Dakota's Partners in Policymaking program, an intensive training program for adults with disabilities and parents of children with disabilities. The program teaches advocacy and leadership skills and creates paths for personal independence through a series of weekend training sessions. In the past year, 23 graduates received education in the program's topic areas, such as legislative processes, disability issues, and best practices. The program's intent is to achieve a productive partnership between people utilizing services and those providing services and creating policy. Partners continues to be a popular program, supported during the past year by the North Dakota State Council on Developmental Disabilities, Walter L. Braun & Lucille Braun Family Charitable Gift Fund, Comfort Inn, AccessPoint Solutions, Inc., and numerous individual contributors.

### *Capability Chronicles*

The Arc of Bismarck completed its fourth year of producing the Capability Chronicles, a television series that features the strengths, abilities, and contributions of people with disabilities. Ten new segments were released on Bismarck's community access channel, and through online mediums, this past year. Topics of this past year's episodes included: dream mapping, bullying, spina bifida, acquired disability, "Yes I

Can” Award and the power of attitude, Russell-Silver syndrome, entrepreneurship, self-advocacy, finding alternatives, and a behind the scenes look at the program.

## THE ARC OF NORTH DAKOTA

In March of 2014, The Arc of Bismarck entered into a contractual agreement with The Arc of North Dakota to provide administrative services to the state organization. This contract has allowed The Arc of North Dakota to return to Bismarck, improving access to legislators, policy, and state agencies. While the state organization is now housed at The Arc of Bismarck, it remains its own fiscal and legal entity and is managed by The Arc of Bismarck’s executive director at the direction of the state board. Notable state activities since the transition include: reviewing and updating bylaws, conducting a board training event in conjunction with The Arc of Bismarck, approving a legislative advocacy services agreement, holding quarterly meetings and scheduling the first in-person board meeting in several years. North Dakota’s 2015 Legislative Session will be the top priority heading into the next year.

Affiliate chapters of The Arc of North Dakota remain vital to the success of the state organization. A special thanks to all of the local chapters for their efforts over the past year: The Arc of Barnes County (Valley City), The Arc of Bismarck, The Arc of Cass County (Fargo), The Arc of Dickinson, The Arc of Little Missouri (Bowman), and The Arc, Upper Valley (Grand Forks).

## COMMUNITY CONTRIBUTIONS: COLLABORATION, DONATIONS, SPONSORSHIP

The Arc of Bismarck provided support to individuals and organizations to enhance community involvement. This is an opportunity for The Arc to invest in worthy individuals and efforts by providing financial or in-kind support. It also allows The Arc of Bismarck to form partnerships with future organizational stakeholders and build relationships within the community.

The Arc of Bismarck is dedicated to collaboration with diverse entities throughout the state to enhance opportunities available to people with disabilities, families, and others. In order to utilize resources responsibly, The Arc worked with several organizations over the past year. Special thanks to our primary collaborators: Dakota Media Access, Comfort Inn, AccessPoint Solutions, Inc., North Dakota State Council on Developmental Disabilities, North Dakota Disabilities Advocacy Consortium, and many disability stakeholder organizations who have helped with our programming and education efforts.

## SOURCES OF REVENUE FOR PROGRAMS

### *Chapter Efforts*

The Arc of Bismarck is able to fund quality programs and services through several resources. The Arc holds fundraisers, relies on members to offer support in the form of dues and donations, receives revenue from corporate sponsors and foundations through grant writing, and operates a thrift store. Over the past year, The Arc was generously supported by the Sam McQuades Sr./Budweiser Charity Softball Tournament, Walter L. Braun & Lucille Braun Family Charitable Gift Fund, and the

State Council on Developmental Disabilities. The financial support of these organizations is greatly appreciated and ensures the impact and success of efforts.

### *The Arc Thrift Store Efforts*

The Arc Thrift Store provides monetary support for the Bismarck chapter's programs. Thrift store sales for 2013-2014 were \$375,111.8, down 19.5% from the same period a year earlier. However, overall expenses were reduced by 17.5% from the previous year. Although a net loss was incurred during this period (October 1, 2013 to September 30, 2014), the impact of the net loss is much reduced from the previous period. The net loss for the 2013-14 period was -\$13,342.51, which is a 55% change from the 2012-13 net loss of -\$29,657.99.

The Arc Thrift Store continues to thrive in a business climate that is increasingly competitive for employees and human labor and in a community of many thrift stores. In 2013 alone, the store brought in over 45,500 customers and received over 6,200 donations of goods and household items. Volunteers have put in over 2,500 hours so far this year, and dedicated employees have clocked in over 15,500 hours. The success of The Arc Thrift Store greatly relies on the hard work of employees, who deserve recognition: Rob Guthmiller, Store Manager; Sarah Weiss, Store Supervisor; Maryann Burlingame, Lead Cashier; and employees Kim DeKett, Tracie Hieb, Bobby Hoff, Lance Jahner, Anna Neis, Jason Neis, Justin Neis, Sylvia Pitzer, Andrew Schlenker, and David Schlenker.

### **A Look Ahead**

In April of 2010, members, self-advocates, and staff collaborated to update The Arc of Bismarck's strategic plan. Five growth areas were identified as organizational goals: 1) To support The Arc of North Dakota by exploring the taking of leadership; 2) To expand existing and grow new programs; 3) To retain paid staff to maintain integrity and credibility of The Arc of Bismarck; 4) To leverage finances to address buildings and grounds needs; and 5) To educate the public about disability issues in an effort to change attitudes. The Arc of Bismarck has done much to accomplish these goals, such as: 1) raised base wages of employees, 2) offers health insurance to full-time store employees, 3) completed remodel of the thrift store and updating of certain fixtures, 4) selling items through online mediums, 5) secured administrative services agreement and legislative advocacy services agreement with The Arc of North Dakota, and 6) completed another year of our Partners in Policymaking and Capability Chronicles programs, to name a few. The Arc of Bismarck hopes to revisit The Arc's strategic plan in the coming year to identify new and existing growth areas as they relate to people with disabilities. In our dedication to the mission and vision of full inclusion for people with disabilities, we anticipate a busy year ahead with the legislative session taking priority. We will be counting on our members throughout the state of North Dakota to support our legislative agenda through contacting policymakers, writing letters, offering legislative testimony, and advocating in your own circles. Thank you for your continued support of our organization and people with disabilities.

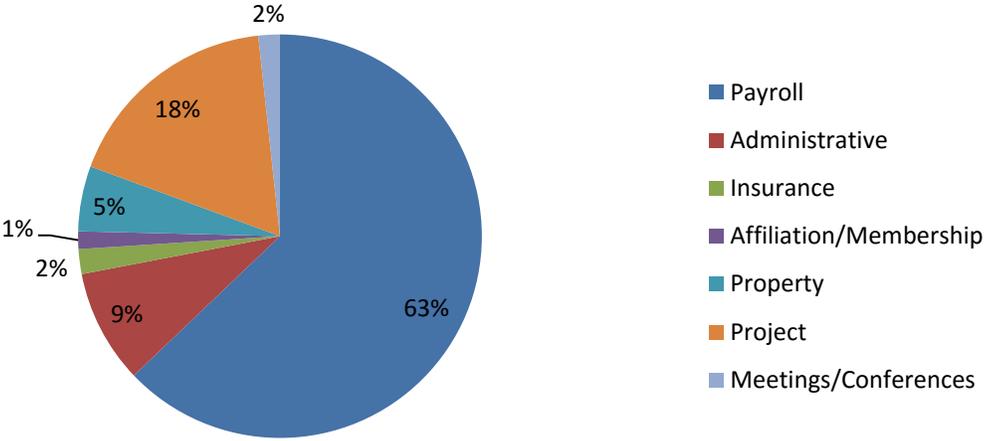
**PROFIT & LOSS STATEMENT  
PREVIOUS YEAR COMPARISON**

	Oct '13 - Sept 14	Oct '12 - Sept 13	\$ Change	% Change
<b>Income</b>				
<b>Sales</b>	375,111.89	466,230.56	-91,118.67	-19.5%
<b>Dues</b>	2,567.00	2,133.00	434.00	20.4%
<b>Contributions</b>	1,578.13	4,230.43	-2,652.30	-62.7%
<b>Projects Income</b>	89,776.88	91,622.52	-1,845.64	-2.0%
<b>Interest Income</b>	1,109.94	2,009.52	-899.58	-44.8%
<b>Misc. Income</b>	10,993.94	4,462.88	6,531.06	146.3%
<b>Unrealized Gain/Loss</b>	1,646.84	1,283.72	363.12	28.3%
<b>Realized Gains/Losses</b>	<u>1,183.65</u>	<u>1,211.20</u>	<u>-27.55</u>	<u>-2.3%</u>
<b>Total Income</b>	<u>483,968.27</u>	<u>573,183.83</u>	<u>-89,215.56</u>	<u>-15.6%</u>
<b>Gross Profit</b>	483,968.27	573,183.83	-89,215.56	-15.6%
<b>Expense</b>				
<b>Payroll Expenses</b>	312,022.86	312,686.16	663.30	-0.2%
<b>Vehicle/Travel Expenses</b>	1,359.03	1,124.01	235.02	20.9%
<b>General &amp; Admin. Expense</b>	45,214.29	99,880.74	-54,666.45	-54.7%
<b>Insurance</b>	9,876.00	9,477.00	399.00	4.2%
<b>State/National Affiliation Fees</b>	6,995.10	7,152.00	-156.90	-2.2%
<b>National Conferences</b>	5,310.48	543.00	4,767.48	878.0%
<b>State Meetings</b>	1,850.93	8,434.57	-6,583.64	-78.1%
<b>Committee Expenses</b>	1,063.36	900.23	163.13	18.1%
<b>Property Expenses</b>	25,955.79	28,324.18	-2,368.39	-8.4%
<b>Depreciation</b>	0.00	1,271.00	-1,271.00	-100.0%
<b>Project Expenses</b>	<u>87,662.94</u>	<u>133,048.93</u>	<u>-45,385.99</u>	<u>-34.1%</u>
<b>Total Expense</b>	<u>497,310.78</u>	<u>602,841.82</u>	<u>-105,531.04</u>	<u>-17.5%</u>
<b>Net Income/Loss</b>	<u><u>-13,342.51</u></u>	<u><u>-29,657.99</u></u>	<u><u>16,315.48</u></u>	<u><u>55.0%</u></u>

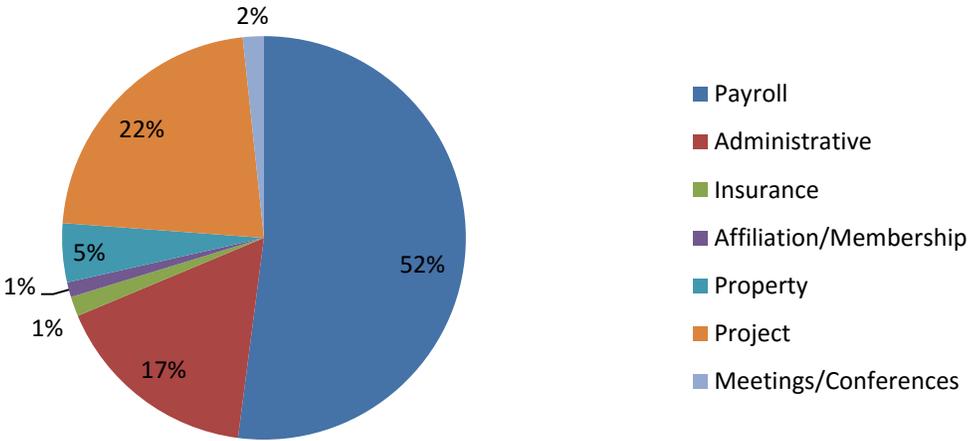
## BALANCE SHEET PREVIOUS YEAR COMPARISON

	Sept 30, 14	Sept 30, 13	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Bank Accounts	46,989.88	63,954.36	-16,964.48	-26.5%
Investments	<u>47,493.75</u>	<u>43,589.12</u>	<u>3,904.75</u>	<u>9.0%</u>
<b>Total Current Assets</b>	94,568.97	107,543.48	-12,974.51	-12.1%
<b>Fixed Assets</b>				
Equipment	41,962.60	41,417.77	0.00	0.0%
Accumulated Depreciation	-176,808.90	-176,808.90	0.00	0.0%
Vehicle	15,645.00	15,645.00	0.00	0.0%
Leasehold Improvements	300,769.29	308,225.02	0.00	0.0%
Building	<u>200,000.00</u>	<u>200,000.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Fixed Assets</b>	<u>381,567.99</u>	<u>381,567.99</u>	<u>0.00</u>	<u>0.0%</u>
<b>TOTAL ASSETS</b>	<b><u>476,136.96</u></b>	<b><u>489,111.47</u></b>	<b><u>-12,974.51</u></b>	<b><u>-2.7%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Current Liabilities</b>				
Payroll	649.66	1,097.79	-451.93	-42.0%
Funds Owed to PIP	23,086.06	20,328.65	2,757.41	13.6%
Funds Owed to Amer. People	208.00	60.00	148.00	246.7%
Funds Owed to Cap. Chronicles	174.49	184.01	-9.52	-5.2%
Sales Tax Payable	<u>1,206.12</u>	<u>1,297.06</u>	<u>-90.94</u>	<u>-7.0%</u>
<b>Total Current Liabilities</b>	25,324.33	22,967.51	2,356.82	10.3%
<b>Long Term Liabilities</b>				
Capital Lease Obligation	<u>5,027.03</u>	<u>7,015.85</u>	<u>-1,988.82</u>	<u>-28.4%</u>
<b>Total Long Term Liabilities</b>	<u>5,027.03</u>	<u>7,015.85</u>	<u>-1,988.82</u>	<u>-28.4%</u>
<b>Total Liabilities</b>	30,351.36	29,983.36	368.00	-1.2%
<b>Equity</b>				
Opening Bal Equity	254,015.47	254,015.47	0.00	0.0%
Retained Earnings	166,850.65	184,905.95	-18,055.30	-9.8%
Restricted Retained Earnings	21,964.88	21,964.88	0.00	0.0%
Net Income	2,954.60	-1,758.19	4,712.79	268.1%
<b>Total Equity</b>	445,785.60	459,128.11	-13,342.51	-2.9%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>476,136.96</u></b>	<b><u>489,111.47</u></b>	<b><u>-12,973.41</u></b>	<b><u>-2.7%</u></b>

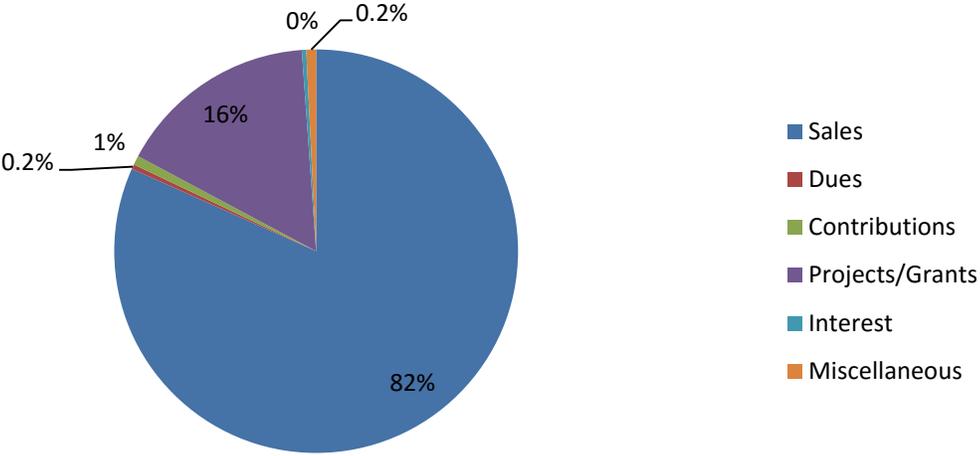
### Chapter Expenses Oct. 2013 -- Sept. 2014



### Chapter Expenses Oct. 2012 -- Sept. 2013



### Chapter Revenue Oct. 2012 -- Sept. 2013



### Chapter Revenue Oct. 2013 -- Sept. 2014

