



**Forward
Journey**SM
ADULT DAY SERVICES

Aspire. Achieve. Celebrate.

ANNUAL REPORT 2023



Call
302-731-0301



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Fiscal Year 2023

July 1, 2022 - June 30, 2023



Mission

To enrich the lives of adults with multiple, severe disabilities and, in turn, their families through an active, personalized day program.

A message from Cindy Jenkins, Board President

Through the emergence from the pandemic and the development of our strategic plan, we saw an opportunity for board enrichment. With the guidance of DANA (Delaware Alliance for Nonprofit Advancement), a survey was developed with a variety of topics that affect board performance.

Our board performs the duties needed to oversee and govern operations of this agency. Once the results were tabulated, several board members formed a committee to analyze responses, identify deficiencies and develop ways to move forward. We want a very strong, diverse and committed board to guide Forward Journey so it is operating ethically within legal boundaries.

Board diversity from both a professional and social (age, race/ethnicity, gender) perspective is important in successfully providing a variety of perspectives in developing unique solutions and strategies to enhance our agency. Our team is committed to continuing to serve those who need our services and their families to the best of our collective abilities.

Legislative Hall Display

To create awareness of our new name, Forward Journey arranged to host a display table in January 2023 at Legislative Hall in Dover. Legislators were identified from each area of the state where our attendees live and included both site locations.

That day we were able to engage and inform members of the House and Senate about our agency and our name change. Due to the success of this event, Forward Journey plans to schedule this outreach initiative annually.



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Executive Director Update Vivian J Turner, MPA

In addition to the myriad duties and details of running a day program, the Board and Staff spent a significant amount of time in FY2023 working on the outcomes of a three-year strategic plan. Our board president mentioned the Board assessment and the work done on that. I'd like to highlight other areas which were improved due to the strategic plan. There are four main priorities identified in the plan, which began in September 2021. The following is a recap of what we have been able to achieve thus far.

Priority 1: Increase our capacity to serve more individuals who could benefit from our program. One initiative in this priority was to increase the number of participants at the NCC site. Outcome to date: the goal was to have 30 participants attending the NCC site by 6/30/23, the actual enrollment was 27 with nine on a waiting list (due to staffing challenges).

Priority 2: Increase our visibility as the 'provider of choice' for individuals with multiple, severe disabilities and their families. Initiatives in this area include the comprehensive rebranding effort that happened in FY2023. We also created a set of videos that will allow interested families, funders, and/or prospective employees to learn about our agency.

Priority 3: Ensure a strong team of staff and board members working together on the achievement of Forward Journey's mission. Initiatives in this priority included developing a skills test for our direct support staff (DSPs) to ensure each person has the necessary skills to provide top-quality services by the time they finish their first 90 days of employment. The outcome of the skills tests was that we can provide retraining for those who are not proficient in the identified areas and make sure all staff meet minimum quality standards to remain employed.

Priority 4: Continue to invest in our capacity to achieve our mission. One initiative in this priority area was to be sure we had sufficient administrative and fundraising staff to increase our philanthropic revenues. As a result of an assessment of our agency needs, a capable, experienced administrative assistant was hired in January 2023 and has proved very helpful in sharing the administrative burden of all members of senior staff, freeing us up for the more strategic parts of our job duties.

The final initiative in this priority is to ensure high-quality programming through an investment in assessment and quality improvement. The outcome of this was the development of a participant engagement form which identifies how each person engages in activities and responds to cues. This is helpful for new staff learning how to interact with individual participants in a meaningful way.

I believe these investments of time and talent will result in an improved experience for the current and future Forward Journey participants and the invaluable employees who support them.





New Board Member



Alert

Dave Sisson

Thanks to the recommendation of a current board member, Dave Sisson joined the Forward Journey Board in February 2023. Dave served in the U.S. Army for 13 years in combat arms. He graduated from Methodist University with a BA in Accounting and is now Senior Accountant in Financial Planning and Analysis for the Rogers Corporation. Dave lives in Newark with his wife and three children, his youngest affected by autism.

Welcome, Dave!

Forward Journey Mission, Vision & Values

Forward Journey is our new name, but our **mission** is still the same: *to enrich the lives of adults with multiple, severe disabilities and, in turn their families through an active, personalized day program.*

During our rebranding process, we identified a **vision** for the agency, which is: *to expand our services throughout Delaware so that adults with multiple, severe disabilities have access to a personalized day program that improves the individual's quality of life and wellbeing.*

The **values** or guiding principles that were identified to meet our mission and vision are:

Connection – We believe positive human relationships are essential for everyone's emotional health. We encourage social activities that build healthy relationships among participants, staff & community members.

Belonging – We believe in a person's right to be accepted and celebrated for exactly who they are. We create a welcoming environment of inclusion, safety, acceptance and genuine care.

Access – We believe every person should have access to resources and support that help them reach their full potential. We make it possible for participants to engage in meaningful activities that support their physical and personal growth.

Individuality – We believe each person has unique qualities which we recognize and value. We support each participant in exploring and asserting their own individuality.

Self-Determination – We believe in a person's right to make their own choices. We empower and support our participants in personal decision-making.

Respect – We believe every life has equal value, every person deserves to be treated with dignity. We are respectful of participants at all times.



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STATEMENT OF FINANCIAL POSITION – For Year Ended June 30, 2023

ASSETS

Cash & cash equivalents	\$255,199
Restricted Cash	4,800
Accounts Receivable	145,039
Other Receivables	152,077
Investments	905,043
Property & Equipment net of accumulated depreciation	282,863
Security Deposits	21,717
Right of Use Asset	<u>1,322,992</u>
TOTAL ASSETS	<u><u>\$3,089,730</u></u>

LIABILITIES & NET ASSETS

Accrued Compensation	\$46,867
Refundable Advances	-
Operating Lease Liability	<u>1,322,992</u>
Total Liabilities	\$1,369,859

NET ASSETS

Without Donor Restrictions	1,715,071
With Donor Restrictions	<u>4,800</u>
Total Net Assets	<u><u>1,719,871</u></u>
TOTAL LIAB. & NET ASSETS	<u><u>\$3,089,730</u></u>

STATEMENT OF ACTIVITIES – For Year Ended June 30, 2023

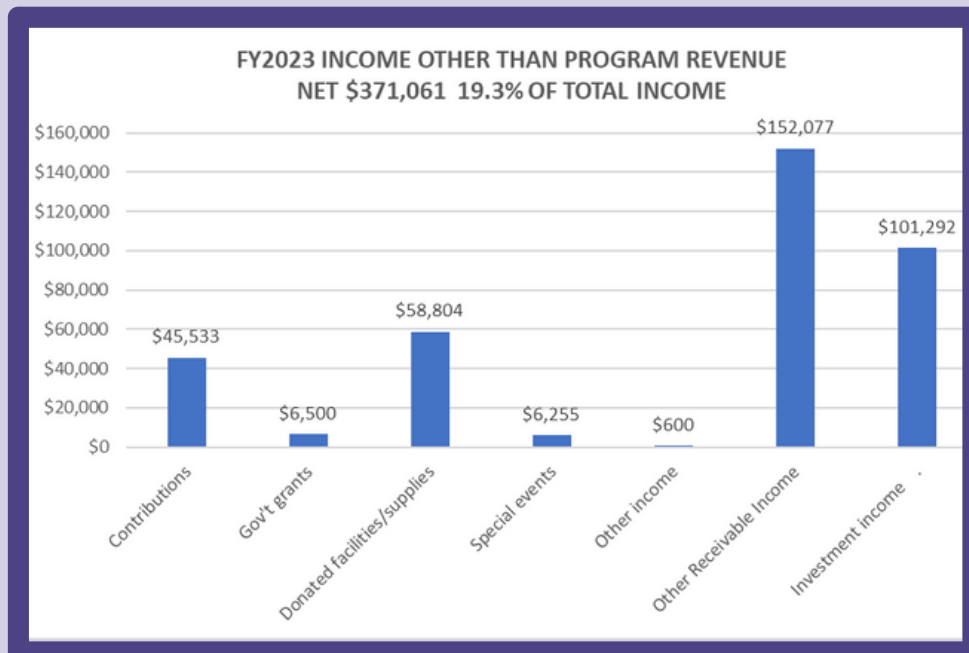
REVENUE, GAINS, & OTHER SUPPORT

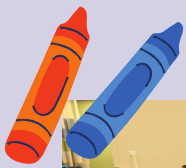
Contributions	\$45,533
Government grants	6,500
Donated facilities/supplies	58,804
Program revenue	1,549,457
Special events	6,255
Other income	152,677
Investment income	<u>101,292</u>
Total revenue, gains & other supp	1,920,518

EXPENSES

Program services	\$1,338,526
Management and general	373,515
Fundraising	<u>52,936</u>
Total expenses	<u>1,764,977</u>
Change in net assets	155,541
Net assets – beginning of year	<u>1,564,330</u>
Net assets – end of year	<u><u>\$1,719,871</u></u>

Financial statements provided were prepared by Wheeler, Wolfenden & Dwares Public Accountants





Art Works for All Partnership

Art Works for All (AWA), formerly VSA Delaware, is an organization with a mission dedicated to providing educational opportunities through art that enhance capabilities, confidence, and quality of life for children and adults with disabilities.

This program uses an artist residency model to facilitate integrated arts education with multi-disciplined projects in a variety of art forms. This provides exposure and engagement, especially for those with disabilities.

Services offered align with national standards for visual and performing arts that are utilized as educational tools.

Forward Journey participates in the Artist Residency Program at the New Castle and Smyrna locations.

Candid Platinum Award

Forward Journey has been awarded the Platinum Seal of Transparency from Candid, formerly GuideStar.

The Platinum Seal of Transparency indicates that Forward Journey shares clear and important information with the public about our goals, strategies, capabilities, achievements and progress indicators that highlight the difference our agency makes in the world.

Platinum
Transparency
2023

Candid.



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Consider a Planned Giving Donation to Forward Journey

Since 2006, Forward Journey Adult Day Services has served individuals with multiple, severe disabilities, many of whom are not able to attend other programs due to their complex medical needs. As we look toward the future, our goal is to ensure the support provided continues to be available to those people currently attending the program as well as those yet to need our services. Your gift will ensure future participants the opportunity to benefit from Forward Journey support and services. Please choose to include Forward Journey as part of your estate with one of the planned options listed below.

Direct Gifts & Bequests – A gift of cash, property, or other assets from your estate.

Charitable Gift Annuities – With this option Forward Journey receives money, securities, or real estate in return for agreeing to pay you a defined payment for life. This is an option to donate substantial assets, minimize taxes, and retain consistent income flow throughout your lifetime.

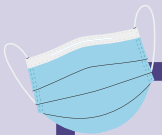
Charitable Lead Trust – This occurs when you contribute the assets of a trust for a defined period to benefit Forward Journey.

Qualified Charitable Contributions – A gift can be made right from your IRA account. This gift doesn't get a tax deduction but it also is not recognized as personal income so the charity gets the full amount of the gift.

Gifts of Stock – During your lifetime, you can gift stock. If the amount of your donation differs from the amount at purchase, the difference can be a tax write off which could result in tax savings for the donor.

Charitable Remainder Trust – The remainder of a trust is donated to Forward Journey Adult Day Program after you receive the assets for a specified period or the rest of your life.

As you plan with a financial advisor, please consider a gift to Forward Journey. Doing so will help ensure that future support remains available for this vulnerable population.



Covid Update

Covid-19 mandates were dropped at the end of May 2023. Masks are no longer required of the staff but can be worn if preferred. The six-foot spacing requirement was lowered to three feet and then eliminated. Cleaning of high-touch surfaces is still happening daily at the Forward Journey sites, although not as frequently as during the height of the pandemic.



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Delaware Arts Spotlight Publication

In July 2022, the Spotlight publication from Delaware Art Alliance featured an article on our agency's art therapy program being funded yearly. Here is an excerpt from the article:

Forward Journey offers stimulating activities daily to maximize independent expression as a form of communication. The art therapy program has been and continues to be a major contributor to this goal. Visiting artists implement creative aspects of pottery, painting, music, and storytelling while considering the physical limitations, cognitive skills, and communication abilities of the attendees. This is a demanding venture that only can be done by a trained artist experienced in working with this population. This invaluable art therapy program is an asset to Forward Journey which involves all participants. Physical skills are enriched through the use of equipment that promotes functional mobility while enhancing participation in artistic activities. Because this population cannot verbally communicate; their needs and wants are interpreted by the familiarity of the staff; each person served has unique communication skills.

Art activities establish an alternate form of communication not available through any other program component. The diverse array of stimuli presented fosters the unique ability to convey emotions and inspire a sensitivity response not easily fostered with his population but once established, delivers emotional satisfaction, a sense of accomplishment, and sensory gratification.



Kudos received on the quality of our staff.

A DDDS Trainer sent the following message to us after a session with three of our staff members:

I wanted to let you know what a dedicated, compassionate, and motivated group of staff who were trained on Monday. They blew me out of the water with their knowledge and pure love for the service recipients within Forward Journey.

If there is a way to acknowledge them, please do. Out of all my years facilitating this training they really exhibited the characteristics we want in all of our staff who are supporting our most vulnerable population.

GOOD NEWS - a benefactor heard this report and gave each of the staff members a cash gift in recognition of their positive attitudes!

Thank you



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Thank you for your support in FY2023!

Thank you to our parents and caregivers, our new and continuously gracious supporters, and large and small local businesses. We would not be as successful without you.

Forward Journey received funding for operating expenses from the **BHA Foundation Fund**, **DFRC**, and **Grant-in-Aid**. Awards from the **Mid-Del Foundation** and **Kent County Levy Court** were granted to be used specifically for the Kent County site. In support of the agency's art therapy program, we received a grant from the **Delaware Division of the Arts** and the **Kent County Fund for the Arts**. Dollars received from **The Milton & Hattie Kutz Foundation** were used to purchase specific equipment as stated in the proposal.



2023 Highmark Walk for a Health Community

\$1,000 Gold Sponsor



\$500 Contributor

Wheeler Wolfenden Dwares

\$250 Contributors

Wilmington University
WSFS
Young Conaway Stargatt & Taylor, LLP

Donations in 2023 totaled **\$8,135!**

Forward Journey is grateful to once again be invited to participate in the Highmark Walk for a Healthy Community. Our success is due to those who continue to support our fundraising efforts for this event.



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FY2023

Board Members

Cindy Jenkins, President	Brian Nuss
Jessica Jordan, Vice President	Maryanne Payne
Bill Hudson, Treasurer	Blerta Profiri
Amy Haughey, Secretary	Natashia Sanders
	Dave Sisson

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E-Mail:
info@forwardjourney.org

WEBSITE:
www.forwardjourney.org

We're on
Facebook, too!

FY2023

Forward Journey Employees

Administrative Staff

Vivian Turner, MPA – Executive Director
 Terry Cipolla – Assistant Executive Director
 Michelle Shorter, SHRM-CP – Operations & HR Manager
 Erin Chandler, BSN-RN – Director of Nursing
 Melissa Beaty, MS – Program Manager, New Castle
 Darlene Myers, RN – Program Specialist/Nurse, Kent
 Jessica Paynter, LPN – Program Nurse, New Castle
 Sharuanda Robinson – Ass't Program Manager, New Castle
 Deanna Pedicone – Administrative Assistant

Program Associates

New Castle Site

Dornisha Blake	Ebony Mathis
Melina Coates	Ikedah Murray
Briana Johnson	Lytia Taylor
Corrina Klair	Tajuana Warren

Kent Site

Brady Council
Sherry Hopkins
Tanya Thornton

Forward Journey is a
recognized nonprofit
under IRS Tax Code
Section 501(c) 3

EIN#: 01-0592853

Designate Gifts:
United Way #9618

**DE State Employees
Charitable Campaign #71036**

Contributions can be made
anytime at
www.forwardjourney.org
through PayPal.
Select the
"Donate Now" button
or use
Venmo under business
[@Non-profitforwardjourney](https://www.venmo.com/Non-profitforwardjourney)

Legal name:
Collaborative Effort to Reinforce
Transition Success, Inc.
Doing Business As:
Forward Journey Adult Day
Services



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