



# A n n u a l R e p o r t

2 0 0 9





## *Our Mission*

To advance the independence, productivity, and full citizenship of people with cerebral palsy and other disabilities.





## Letter From CEO & Board Chairman

*Dear Friends,*

It has certainly been a challenging year for United Cerebral Palsy of Central Maryland (UCP-CM) as well as many other non-profits organizations around the state. The severe economic downturn and drastic state budget cuts threatened many vital services for some of our most vulnerable citizens. However, we are pleased to report that UCP-CM has managed to minimize the impact of these threats on our direct care services by decreasing administrative costs, consolidating our residential program into fewer homes and purchasing food and other residential supplies in bulk, as well as negotiating a less expensive lease on new space for our headquarters. We thank our dedicated staff and board of directors for helping us to get through these difficult times.

Also, the generosity of our donors has become more important than ever to our survival, and we thank so many of you who have responded to our critical needs. Please be assured that UCP-CM continues to provide the highest quality services possible to

individuals with disabilities -- from basic assistance with activities of daily living to adult day care, residential services and in-home supports, supported employment, transportation, education, physical therapy and assistive technology.

Despite a tight budget, there have still been some important new initiatives and activities over the past year that we would like to share with you.

Our agency began using Carematic, a new Web-based automated recordkeeping system that stores complete records on the individuals we support, as well as information on our facilities. The database is updated in real time and can be securely accessed throughout the organization as needed. The software was especially designed for organizations that serve people with disabilities and interfaces directly with reporting documents required by the State, making it easier for staff to stay current with a myriad of regulatory filings. The database replaced an outdated and inefficient manual recordkeeping system and has greatly improved the effectiveness and efficiency

of our organization, allowing us to provide an even higher quality of care to those we serve. Special thanks go to the William J. and Dorothy K. O'Neill Foundation, whose \$34,000 grant enabled us to buy the hardware needed to implement the new system.

UCP-CM is committed to the safety of the individuals we serve and our employees. To maximize safety throughout the organization, a formal Emergency Readiness and Response Plan was created and implemented this year. The plan provides for each UCP-CM residence or facility to have a site specific resource pamphlet with emergency information for staff and a Shelter-in-Place Kit for each site, as well as Go-Kits for the individuals served within each location. In addition, frequent, regular training, practice and review sessions of the plan are scheduled to assure its effectiveness in a real emergency.

We are also very pleased with the success of the new recreational program, the "On the Go Social Club," for individuals in our Central Region's residential

program. Individuals, supported by staff, organize outings for groups to participate in activities selected by the members. Activities have included attending Ravens and Orioles games and going to the movies. The Club has also planned shopping trips, theater outings, and an accessible fishing trip. The "On the Go Social Club" provides opportunities for recreational and social activities for the people we serve and supports them in being a part of the community.

The Delrey School successfully completed its first academic year in its new facility. Enrollment has increased as staff continues to reach out to referral sources with a series of lectures and visits by area school systems. Delrey accepted its first international student this year from Saudi Arabia.

Although for budget reasons we found it necessary to consolidate some of our residential homes, we are pleased to announce that UCP-CM did open a new home in Cumberland to meet the needs of individuals with disabilities in Western Maryland.

Once again, we held a very successful donor recognition event to honor donors in our Independence Society. These donors each contributed more than \$1,000 last year. We were very proud at this event to present the Samuel A. Tucker Memorial Can Do Award to Belinda Savoy, who now lives in Hagerstown and is supported by UCP-CM. Belinda was recognized for her perseverance in reaching her goal of going on a vacation to Rehobeth Beach by selling her artwork to raise enough money for the trip.

The New Year will bring a move to a new location for UCP-CM headquarters. On March 1, 2010, we will open for business in Executive Plaza III in Hunt Valley, Maryland. We remain a strong organization dedicated to advancing the independence, productivity, and full citizenship of people with cerebral palsy and other disabilities. We have successfully weathered the challenges of the past year, and we look forward to a bright future. We again thank the board of directors for its guidance and leadership, the management staff for its loyalty

and dedication, and each and every staff member that provides services to individuals with disabilities, you are our true heroes. To our donors, we would not be here without you, and we thank you for your support of our organization and value you as part of the UCP-CM family. And, to the people we serve and their families, we appreciate the confidence you have in us, and please know that our goal is to provide the best quality of life possible for people with disabilities.

*Sincerely,*



**Henry C. Miller, Ph.D**

*Chairman, Board of Directors*



**Diane K. Coughlin**

*President and CEO*



## 2009 Agency Highlights

- UCP of Central Maryland (UCP-CM) provided services and supports to more than 1,000 individuals with disabilities in Baltimore City and 18 Maryland counties.
- UCP-CM maintained 41 residential homes in communities throughout the state, providing year round 24-hour support to 134 individuals with disabilities in barrier-free agency owned or leased single-family homes and apartments.
- Central Residential developed the “On the Go Social Club,” a self-directed recreational program for participants to enjoy community outings based on their own interests.
- Another 90,000 hours of personal care assistance were provided to individuals in need of support in order to remain in their own homes.
- Financial assistance was provided to 42 people in need of specialized equipment or services in order to maintain or increase their independence.
- Day program services, including day habilitation and medical adult day care, were provided for 292 adults in five centers across the state.
- The Cumberland Day Program Center expanded its program space by 50%, and the Frederick Center added more activities and community outings for program participants, including a community dance class.
- 16,409 hours of supported employment services were provided, allowing men and women with disabilities throughout Maryland to find and maintain paid and volunteer employment.
- 151,714 transports were provided for adults enrolled in UCP-CM’s day and residential programs via the agency’s lift-equipped buses and vans so they could attend day programs, go to work, attend medical appointments, and other personal and leisure activities.
- The Delrey School completed its first academic year in a beautiful new state-of-the-art facility, where 39 students received comprehensive services, including special education classes certified by the Maryland State Department of Education integrated with the latest therapeutic techniques and communication strategies to help them better engage in learning.
- 3,115 individual and group physical therapy sessions, 3,645 speech therapy sessions, and 5,175 occupational therapy sessions were conducted to provide students the skills needed to become as independent as possible.
- The No Boundaries Assistive Technology Center completed 576 augmentative communication assessments and 900 personalized training sessions for children and adults with communication difficulties throughout the state.

- UCP-CM developed and implemented an agency-wide formal emergency preparedness plan and began equipping all its facilities with the supplies needed to shelter in place for at least three days in case of a disaster, as well as creating personal evacuation kits for the individuals served at each location.
- The agency replaced its outdated manual record-keeping system with Carematic, a Web-based information system that stores complete records on all individuals supported by UCP-CM. It can be securely accessed by staff from any UCP location and reflects updates in real time, speeding communication between staff and greatly increasing the efficiency and effectiveness of our organization.



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*Assistant to the President*
- **Richard Ottone**  
*Director of Day Services and Transportation/  
Central Region*

### MAKE A GIFT TO UCP-CM

Please help us remain a vital resource for people with disabilities by making a gift to UCP-CM today. You may donate online by going to [ucp-cm.org](http://ucp-cm.org) or mail your tax-deductible contribution to **UCP of Central Maryland, Executive Plaza III, 11350 McCormick Road, Ste 1100, Hunt Valley, MD 21031**. On behalf of all the individuals we serve, we thank you for your support. For information on leaving a legacy gift through your estate, please call **Debbie Daskaloff**, chief development officer, at **410-484-4540, ext. 4085**.

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*Family Advocate*

\* Individual with a disability

\*\* Family member of an individual with a disability

**Retired from Board in 2009**

**Newly elected in 2009**

## UCP Statement of Revenues and Expenses for year ending June 30, 2009

Revenues		2009
CONTRACTS	\$	21,226,863
FUNDRAISING		810,233
OTHER *		(750,134)
<b>TOTAL REVENUES</b>	<b>\$</b>	<b>21,286,962</b>

### Expenses

#### PROGRAM SERVICES

DIRECT SERVICES	\$	19,076,662
UCPA		50,000
PUBLIC EDUCATION		147,271

<b>TOTAL PROGRAM SERVICES</b>	<b>\$</b>	<b>19,273,933</b>
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#### SUPPORT SERVICES

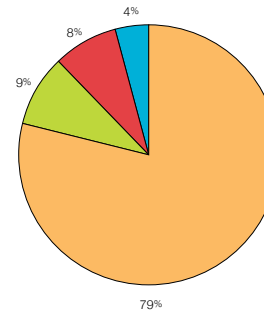
MANAGEMENT & GENERAL		2,217,088
FUNDRAISING **		409,573

<b>TOTAL SUPPORT SERVICE</b>		<b>2,626,661</b>
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<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>21,900,594</b>
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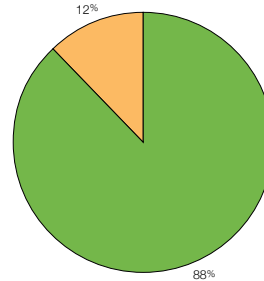
<b>EXCESS OF REVENUE OVER EXPENSES</b>		<b>(613,632)</b>
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### SOURCE OF REVENUE



- DDA – MD. DEVELOPMENTAL DISABILITIES ADMINISTRATION
- DOE – MD. DEPARTMENT OF EDUCATION
- MA – MEDICAL ASSISTANCE PROGRAM
- FR – FUNDRAISING

### FUNCTIONAL EXPENSES



- PROGRAM SERVICES
- ADMINISTRATION AND FUNDRAISING

\* Includes \$758,878 in realized & unrealized investment losses

\*\* Includes \$197,096 in pledges receivable write-offs

# STATEMENT OF FINANCIAL POSITION (as of June 30, 2009)

## ASSETS

CURRENT ASSETS	\$	7,576,896
PROPERTY & EQUIPMENT, NET OF ACCUMULATED DEPRECIATION	\$	6,951,331
OTHER ASSETS	\$	444,029
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>14,972,256</b>

United Cerebral Palsy of Central Maryland, Inc., is designated as a 501 (c) (3) nonprofit organization. A copy of our audited financial statement is available upon request by calling 410-484-4540 or writing to UCP at 1700 Reisterstown Road, Suite 226, Baltimore, Maryland 21208. Additional information is on file with the Maryland Office of the Secretary of State.

## LIABILITIES & NET ASSETS

CURRENT LIABILITIES	\$	6,856,317
LONG-TERM LIABILITIES	\$	2,734,395
OTHER LIABILITIES	\$	65,608
<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>9,656,320</b>

## COMMITMENTS & CONTINGENCIES

### NET ASSETS

Unrestricted	\$	4,336,201
Temporarily restricted	\$	845,404
Permanently restricted	\$	134,331
<b>TOTAL NET ASSETS</b>	<b>\$</b>	<b>5,315,936</b>

### TOTAL LIABILITIES

<b>&amp; NET ASSETS</b>	<b>\$</b>	<b>14,972,256</b>
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## 2009 ANNUAL REPORT DONORS

*UCP of Central Maryland gratefully acknowledges the following generous donors for their gifts of \$100 or more received between July 1, 2008 and December 31, 2009. These donations, along with many other much appreciated gifts below \$100, enable us to better serve children and adults with cerebral palsy and other disabilities in Maryland.*

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- The Marion I. & Henry J. Knott Foundation
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