

GUIDE PROGRAM



Annual Report to the Community 2005



Enriching Lives... Empowering Families...

Enhancing Communities... Embracing Diversity

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A Message from the Executive Director and President:

This past year saw some changes in several long-standing fixtures of GUIDE: Moving our "main office" from the Hyattsville community where we had been located for an excess of 30 years to our new location in Laurel was certainly not without a good deal of emotion. While our new facilities in Laurel will meet our expanding space requirements and bring into greater alignment our administrative support activities with our growing regional services footprint, GUIDE certainly has many warm memories of three decades of hard work, good times, growth, and investment in the Hyattsville community.

During 2005 the Moderator of our Board of Directors, Rev. George Taylor, relocated from the area, and Dr. Edward Stefic, who had been associated with GUIDE for 19 years, was elected "Board Member Emeritus" as he retired also from active participation with our Board. Both Rev. Taylor and Dr. Stefic have made immeasurable contributions to the work of GUIDE, and we'll miss their input greatly. At the same time I feel that we are very fortunate to have added four exceptionally talented new members to our board who are already complementing the ongoing service of our other continuing board members. Mr. Wally Brengle, who had served as the Program Director of our Catonsville Structured Shelter for the last three years, also relocated to be with family on the West Coast during 2005. Mr. Godwin Bell has joined our program leadership team and has picked up the mantle in our juvenile justice structured shelter program.



I'm very encouraged by the successes that have been achieved this past year by many of our program participants and staff. For example, several young men who were served in our therapeutic group homes program were singled out for special awards, shelter participants demonstrated significant academic achievement, the Independence Program was recognized by Prince George's County, and Michael Jones, one of our Assistant Directors, was elected President of MARFY. Through several innovative collaborations with Mosaic Community Services and the Family Services Agency of Montgomery County, GUIDE is providing mental health services through creative and innovative business relationships. A "facilities development plan" has been adopted by our board that will yield improved housing for program participants and future cost containment for the organization.

As 2005 trails out behind us, we at GUIDE are looking forward to 2006 knowing it will be filled with many opportunities and, of course, I can imagine, its share of challenges and steep climbs as well. Our ability to rise to new challenges and seize opportunities can only result from the dedication, skill, and support of our many friends and colleagues in the community. We so very much appreciate your fidelity and dedication to our mission and work together.

Scott K. Birdsong, LCSW-C
Executive Director / President

Mission Statement

In collaboration with community service organizations, private citizens, government officials, and other health and social service providers, the GUIDE Program seeks to help cultivate healthy and safe communities through its provision of high quality mental health, juvenile justice, substance abuse, and social service programs serving children, adolescents, adults, and families.

Our vision includes . . .

Enriching Lives through programs that develop and enhance individual responsibility, leadership, and academic achievement; improve lives, resolve personal problems, and develop resistance and resilience skills; and, provide opportunities to meet the challenges presented by school, work, and mental health disabilities.

Empowering Families through programs that increase family communication; reduce family conflict and the risk of violence; help families to reincorporate children who are returning and/or being diverted from out-of-home placements; and, that support families in managing challenges presented by children.

Enhancing Communities through programs that reduce the need for incarceration; offer community living opportunities as an alternative to psychiatric hospitalization and homelessness; provide opportunities for community service and achievement; and provide supportive, safe, and therapeutic living environments.

Embracing Diversity through our commitment to meet the needs of the culturally and racially diverse communities that we serve, with staff who are representative of and sensitive to the cultural values, languages, practices and beliefs of clients, consumers, and their families.

What GUIDE does. . .

GUIDE provides an array of services for at-risk children, adolescents, young adults, and their families, and for adults with chronic mental illness in community settings, community-based group homes and residential services, and supported independent living environments. GUIDE operates programs in the areas of prevention, early intervention, and diagnostic assessment, as well as treatment and rehabilitation.

Residential Programs

Catonsville Structured Shelter

For more than 22 years, GUIDE has operated a short-term structured shelter program for youth involved in the juvenile justice system. Located in Baltimore County, this program provides a short-term, community-based, structured environment. Round-the-clock supervision and guidance are provided, and youth receive substance abuse screening and educational assessments. The shelter's school provides educational services through a Type-III educational program. Shelter activities are based on a philosophy of balanced and restorative justice. Staff collaborate with the Department of Juvenile Services to facilitate each youth's long-term placement or return to his family.

Therapeutic Group Homes for Youth

GUIDE operates two therapeutic group homes for youth (one in Prince George's County and one in Baltimore City), providing round-the-clock supervision, therapy and guidance. Youth participate in chores and other household activities, become involved in community service projects, attend school, and become involved in recreational and cultural activities. As needed, medical evaluation and care are provided, and youth receive personal and family counseling. Some youth are able to obtain part-time jobs and otherwise participate in neighborhood and community activities.



Residential and Community Psychiatric Programs for Transitional Age Youth and Adults

GUIDE's Independence Program provides psychiatric rehabilitation services to adults and transitional age youth with significant mental illnesses at sites in Prince George's and Montgomery Counties. Supervised community housing is available in both group home and apartment venues, and education and training are provided to program participants in activities of daily living, self care, medication management, and employment or job readiness skills. GUIDE also provides transportation, recreational, and social activities. Counseling and family involvement are encouraged, and collaboration is maintained with clinic, employment, and day program service providers with whom consumers may also be involved.

Non-Residential Programs

Youth Service Centers



Prevention, early intervention, and treatment services are available to youth and families through GUIDE's three Montgomery County Youth Service Centers (YSCs) located in Gaithersburg, Germantown, and Olney. YSCs offer after-school

activities and educational programs; drug and alcohol prevention services; skill-building and group counseling programs in area schools; tutoring; youth and family counseling; and crisis intervention, information, and referral. The YSCs' School-Based *social services* provide case management, psycho-educational, and literacy programming to families in area public schools. Similarly, and in collaboration with the Family Services Agency, Inc., the YSCs' school-based *mental health services* provide treatment to at-risk students and their families. Within these school-based services, special efforts are made to provide outreach and advocacy-based services to those new to this country. In all of the YSCs' school or community-based sites, Spanish-speaking staff are available for youth or family members who may not be able to communicate in English.

Juvenile Justice, Clinical Intervention, and Emergency Services

GUIDE's Child and Adolescent Services in Montgomery County provide counseling and therapy to children, youth, and families, many of whom are referred through local juvenile justice, child welfare, and social service agencies. Mental health and substance abuse intervention and treatment are provided, including therapy, psycho/educational classes, problem solving, and character building activities in group, individual, and family formats. Emergency, after-hours crisis intervention is provided under specialized circumstances, and families are provided support, treatment, and referral. In Prince George's County, specialized intensive aftercare family intervention services are provided in collaboration with local juvenile justice authorities. GUIDE also provides a part-time Clinical Psychologist to the Cheltenham Youth Center.

How well GUIDE does it. . .

Measuring Outcomes-

GUIDE's various projects have different and unique goals and objectives and ways of measuring success. The following is a representative sample of some of the agency's positive outcome measures for 2005:

- ◆ The juvenile justice Intensive Intervention Program maintained 84% of its participants in the community.
- ◆ Therapeutic Group Home clients received educational advocacy and were placed in appropriate educational environments (100%, Barrington Road); achieved treatment plan goals (at least one for 90% of those in care for up to 6 months, Oak Lane); participated in community service activities (100%, Oak Lane); and were discharged to less restrictive environments (100% of all planned discharges, Oak Lane). Also, 90% of youth at Oak Lane and 100% of youth at Barrington Road did not re-offend while in the program.
- ◆ Residents attending the Catonsville Structured Shelter's in-house school demonstrated academic progress: 76.5% of youth residing in the program long enough to be pre- and post-tested demonstrated improvement on the *Wide Range Achievement Test*—35% showed improvement in two or more grades and 23% in one grade. Seventy-six and one-half percent showed improvement in math, 70.6% in reading, and 58.8% in spelling. Shelter youth also contributed 2,524 hours of volunteer service to the community during the last year.
- ◆ The Independence Program strives to reduce the need for hospital services, facilitate employment, and help consumers become more independent. This year more than 50% of residents increased their daily living skill levels, and 17% were able to leave the program for a less restrictive setting. In the Transitional Age Youth Program, 100% of high school seniors graduated, and 70% of all clients found competitive employment.
- ◆ Participants in GUIDE's Youth Service Centers reported individual and family progress: 86% of clients in community-based counseling programs reported "good" or "excellent" improvement in the problem or situation that brought them to GUIDE, and 85% of clients reported that they had a better understanding of their family's functioning after participation in counseling sessions.
- ◆ One-hundred percent of parents and 71% of adolescents surveyed by GUIDE's Family Intervention Specialists reported improvement in family relationships as a result of FIS counseling. Of the group surveyed, only 14% committed an additional offense while in the counseling program.

Numbers of Participants Served in Fiscal Year 2005 Including Primary Clients and Family Members

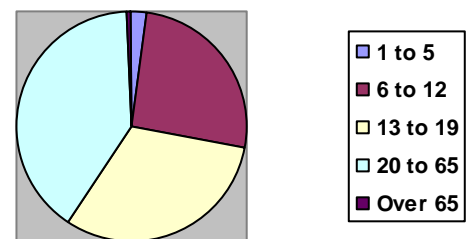
Community Based Non Residential Services

After Hours Juvenile Justice Intake Services	230
Juvenile Justice Intensive Aftercare/Family Intervention	94
Juvenile Justice Intensive Intervention Program	261
Youth Service Centers—(Gaithersburg, Olney, Germantown)	
*Community-Based Prevention and Counseling Programs	949
*After School Activity Programs	22
* School-Based Mental Health and Social Services Programs	822

Community Based Residential Services



Independence Program--	
*Psychiatric Rehabilitation Program	67
*Transitional Age Youth Program	18
Juvenile Justice Structured Shelter Home for Boys	117
Therapeutic Group Homes--	
Prince George's County (@ Oak Lane)	27
Baltimore City (@ Barrington Road)	31
Totals	2,638

Clients Served by Age Group



During FY 2005 GUIDE provided direct services to 2,638 individuals including 1,649 (63%) primary clients and 989 (37%) family members through 11 different non residential programs (*servicing 86% of all primary clients*) and residential programs (*servicing 14% of all primary clients*) located in Baltimore, Montgomery, and Prince George's Counties, and Baltimore City. Primary clients included 1,564 (95%) at-risk children and adolescents and 85 (5%) adults.

From the 2005 GUIDE News Desk-

- ◆ During the Fall of 2005 Edward Stefic, who has been an exceptionally positive force in GUIDE's governing authority since 1986, was elected as "Board Member Emeritus," and he officially retired from active and regular service on GUIDE's Board of Directors. George Taylor, who had served on the Board since 2002, serving as its Moderator, stepped down from his leadership role with the GUIDE Board to pursue opportunities in the Pacific Northwest. Four new members (Anna Allen, Danielle LaSure-Bryant, Andrew Rhabb, and Adona Wimberly) joined the Board during 2005 and are actively working with continuing Directors Wolfgang Reidel, Maureen Mann Ritz, and Marie Schram.
- ◆ For several years GUIDE had been considering relocating its main administrative offices outside of the Capital Beltway in an attempt to become better aligned with the organization's regional footprint and provide for growing facility requirements. A new office was selected in Laurel and was purchased in November of 2004. After completing renovations, GUIDE made the move from Hyattsville to Laurel in February of 2005. The agency's child and adolescent services unit and administrative offices in Montgomery County located in Gaithersburg also moved to new quarters during the year.
- ◆ News from GUIDE Independence: Both in Prince George's and Montgomery Counties, the Independence Program passed the year's licensing visits with "no deficiencies"! The Prince George's County Mental Health and Disabilities Administration honored the program with the "Cleanest Site Visit Award" at its annual luncheon in June. New skill assessment and treatment planning procedures were established throughout Independence, and psychiatric rehabilitation program services transitioned to case rate billing this year. The GUIDE Board of Directors approved a Housing Plan for the Independence Program that will allow for some prospective program expansion, the development of two new group homes, a HUD 811 application in the Spring of 2006, and less reliance on leased facilities. One of the new group homes was purchased in November of 2005. The year also saw the opening of three new supported housing units for residents who could thereby live more independently.
- ◆ Achievement awards abound for Therapeutic Group Home residents and a dedicated volunteer: In May, two young men representing GUIDE's Oak Lane Therapeutic Group Home in Prince George's County, and Ellen Torres, a volunteer mentor at GUIDE's Barrington Road Therapeutic Group Home in Baltimore City were honored at the Annual Awards Reception and Ceremony sponsored by the Maryland Association of Resources for Families and Youth. Both boys were nominated by GUIDE for "Youth Achievement Awards" for their exceptional success in school and otherwise in life. Ms. Torres was nominated by GUIDE as the "Volunteer of Year" for her longstanding and ceaseless services as a mentor to one of the program's youth. The young men were also honored in April at GUIDE's Board of Directors' Meeting for their superb successes this year.
- ◆ GUIDE strives to be actively engaged in the communities in which it works and seeks opportunities to offer training, education and public service. A sample of activities and offerings in this regard during 2005 were:
 - Monica Martin the Director of GUIDE's Youth Service Centers made two appearances on Montgomery County Cable Television shows. On *Revista Montgomery* Ms. Martin provided information on child and adolescent mental health issues to the Spanish-speaking community, and on *Citizens Link* she presented on the topic of youth gangs, including risk factors for involvement and prevention and intervention strategies.
 - GUIDE's juvenile justice Family Intervention Specialists in Prince George's County, Amina Aleem and Lisa Britt, were afforded the opportunity through a grant from Prince George's County to develop and present a special prevention program to at-risk youth about adolescent pregnancy and sexually transmitted diseases. Participants improved by 18% their knowledge on the subject, and had many opportunities to examine their attitudes, beliefs, and behavior regarding early sexual activity.
 - In August, GUIDE sponsored a workshop at Loyola College for juvenile justice workers on the topic of "Motivational Interviewing in Juvenile Justice." Dr. Joseph Ciarrocchi, the Chair of Graduate Programs in Pastoral Counseling presented a lively program that allowed for both lecture and experiential learning.
- ◆ GUIDE executive staff continued during 2005 to serve as leaders among the region's human service professionals:
 - Scott Birdsong, the organization's President and Executive Director, serves on the Board of Directors of both the Community Behavioral Health Association of Maryland and the Human Services Coalition of Prince George's County.
 - Michael Jones, the organization's Assistant Director and Secretary, has continued to serve on the Board of Directors of the Maryland Association of Resources for Families and Youth, and has been elected to serve as President of the Association for the next year.
 - Karla Hoffman, Assistant Director and Vice President, continued to play an active role in the Maryland Association of Youth Service Bureaus.

Consumers Speak Out-

A youth graduating from the program at the Oak Lane Group Home said, "Thank you for helping me get home and helping me work out problems with my mom."

In a post-discharge survey, a client of the Intensive Intervention Program said, "I would like to thank everyone at ... GUIDE. You are true to your work and are an outstanding asset to the community. You have been a big help to myself and my nephew. He has truly made a change, and I think it is permanent." Another client of that program also expressed his appreciation: "I can never thank my counselor and this program enough. The change I witnessed in myself was not overnight, it was steady and gradual. From my experience, few people are willing to offer their time, but all of the counselors were willing to do just that."

A parent of a Barrington Road Group Home resident said, "I have seen such progress, especially in the area of self care, since [my son] has been in the program." A Group Home resident wished he could stay in the program longer: "I got used to it here; I would stay a couple of more months if I could."

Responding on the comment section of the program's family counseling outcome survey, a Youth Service Center adolescent participant indicated: "I would really like to say thank you very much. You really helped me a lot and made

me realize why things were the way they were. You really opened up a whole new world basically for me and my mom to be able to communicate.... You have no idea how much I mean it and words can't express how thankful I am."

Expressions of gratitude from two parents of young adults in GUIDE's Transitional Age Youth Program included: "I honestly don't know what we would have done if you all hadn't taken a chance on our son... he is moving into supported housing, and we get along better now than ever before... he has made so much progress;" and, "As parents of a young man in this program we are grateful for the care and devotion of the staff at this Montgomery County program. Our son loves the opportunity to live in an apartment independently and has learned many skills in the 9 months he has been [there]." A resident reported, "GUIDE saved me from living in a homeless shelter with nobody but me... I am thankful for this opportunity to learn independence."

In answer to questions on the exit discharge survey for the Catonsville Structured Shelter as to what *helped most* and *best experience* while in residence, some comments by youth included: "the groups and time to think. . ."; "communicating with staff"; and, "community service. . . [and seeing] how important it was to get a job."

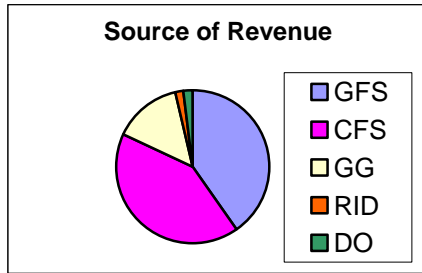
GUIDE Program Photo Gallery



Clockwise from top left: Staff at the Gaithersburg YSC; Joe Ciarocchi, at right, leading discussion at the Motivational Interviewing workshop; GUIDE's Therapeutic Group Homes' honorees and others at the MARFY annual awards ceremony.

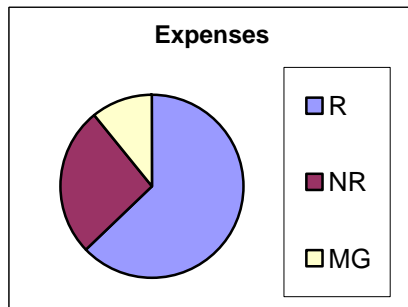
How you and GUIDE make it all happen. . .

Our FY 2005 revenues showed a 10% increase in comparison to the last fiscal year. Expenses increased by just over four percent. With many Federal, state and local budgets cut significantly over the last years, we view our continued growth as a major accomplishment. (Revenues and expenses have been taken from the audited, consolidated financial statements for GUIDE Program, Inc. and its affiliates, GUIDE Trexler House, Inc. and GUIDE Marywood House, Inc.)



Sources of Revenue:

1. Government Fees for Services (GFS)	\$2,246,107
2. Client Fees for Services (CFS)	\$2,322,951
3. Government Grants (GG)	\$805,906
4. Rental Income & Interest/Dividends (RID)	\$102,390
5. Donations/Other (DO)	\$103,799
Total	\$5,581,153



Expenses:

1. Residential Community Services (R)	\$3,318,423
2. Non-Residential Community Serv's (NR)	\$1,398,450
3. Management & General (MG)	\$573,790
Total	\$5,290,663

Net assets at the end of FY 2005 were: **\$1,998,643**, which represented a 17% increase in financial position relative to the end of FY 2004. As a nonprofit, retained earnings in some years are important in that they provide support to under-funded critical programs, necessary operating capital, and an investment resource for new program and facility development. Surpluses in FY 2005 will, among other things, provide for seeding the organization's housing and building development plans that will begin in FY 2006.

Financial and Tax Statements

The Consolidated Financial statements for FY 2005 for GUIDE Program, Inc., GUIDE Trexler House, Inc., and GUIDE Marywood House, Inc. were audited by the independent accounting firm of Chapin, Owen, and Sandstrom, P.A. Copies of audited financial statements for the fiscal year ending 6/30/05 are available upon request, as are copies of the organizations' Forms 990 submitted to the United States Internal Revenue Service.

2005 Major Financial Gifts

Voluntary contributions of time, money, and materials from individuals, corporations, and foundations assist GUIDE tremendously in its mission. GUIDE extends a heart-felt thank you to all of our contributors and supporters including our financial contributors who gave \$500 or more to the work of the GUIDE Program in 2005:

The Acacia Insurance Company
 Ursula Carlton
 The Frank Ewing Foundation
 Findley Friends & Family
 Good Shepherd Lutheran Church of Gaithersburg
 Kaiser Permanente Pediatrics Dept. & Foundation,
 Gaithersburg
 Office Depot, Germantown
 The Barry Rowe Family & Rowe Communications
 Dick and Jewell Wunderlich

In-Kind Contributors

In-kind donations of goods, services, equipment, and materials valued at \$500 or more were also received from: City of Gaithersburg; Kentucky Fried Chicken, Montgomery Road, Ellicott City; Pizza Hut, Swan Creek Road, Ft. Washington; Schneider Family Dentistry, Gaithersburg; Michael Stern, DDS, Gaithersburg; and Target, Frederick Road, Germantown.

Significant Business Partners in 2005

The City of Gaithersburg
 The Family Services Agency of Montgomery County, Inc.
 Global Nutrition Network, Inc.
 L. Hayes & Associates, Inc.
 Montgomery County Collaboration Council for Children, Youth, & Families (a Local Management Board)
 Montgomery County: Department of Health & Human Services;
 Public School System: Kids First Alliance; & Student Assistance Program
 Mosaic Community Services, Inc.
 Mountain Manor Substance Abuse Treatment
 Prince George's County: Department of Family Services, Mental Health and Disabilities Administration; & Health Department Division of Addictions
 SBK Consulting
 State of Maryland: Departments of Education; Health & Mental Hygiene; Human Resources; & Juvenile Services
 United States Department of Housing and Urban Development

GUIDE Program, Inc. is a member of or participant in the following organizations:

- Center for Nonprofit Advancement
- Chambers of Commerce: Gaithersburg/Germantown; & Prince George's County
- Community Behavioral Health Association of Maryland
- Dorchester Community Association
- Gaithersburg Judy Center Steering Committee
- Gaithersburg Coalition of Providers
- Human Services Coalition of Prince George's County
- Kids First Alliance Leadership Council
- Latin American Advisory Committee to the Montgomery County Executive
- Local Independent Charities of America
- Maryland Association of Nonprofit Organizations
- Maryland Association of Resources for Families & Youth
- Maryland Association of Youth Services Bureaus
- Montgomery County Collaboration Council Sub-Committees on: Children with Intensive Needs; Disproportionate Minority Contact; & Youth Strategies Initiative
- Montgomery County Juvenile Justice Commission
- Montgomery County Department of Health & Human Services Youth Provider Council
- Montgomery County Police Department Latino Liaison Committee
- Network of Youth Service Centers of Montgomery County
- Olney Neighborhood Network
- School-Community Upcounty Partnership (Montgomery County)
- United Way of the National Capital Area
- Upcounty Latino Network (Montgomery County)

Pictures	
Page 2	Top: GUIDE's Prince George's County Therapeutic Group Home, at left, and GUIDE's Baltimore Group Home. Bottom: GUIDE's Gaithersburg Youth Services Center.
Page 4	Top: GUIDE's new Administrative Office in Laurel. Bottom: Michael Jones, GUIDE Assistant Director and current MARFY President.

Editor: Sarah Smee (March 1, 2006)

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