

**Nonprofit Recovery Grant : Entry # 2343****General Information****Date or application:**

01/05/2024

**Organization Name**

Northeastern Association of Blind at Albany, Inc.

**Organization TIN or EIN:**

14-1338302

**If available, provide your Unique Entity Identifier (UEI):**

QAEMPXR8F814

**Organization physical address:**

301 Washington Avenue  
Albany, NY 12206  
United States  
[Map It](#)

**Is the mailing address different from the physical address?**

No

**Contact Information****Primary contact name:**

Laura Zeliger

**Primary contact title:**

Executive Director/ CEO

**Primary contact phone:**

518-463-1211 ext. 213

**Primary contact email:**[lzeliger@naba-vision.org](mailto:lzeliger@naba-vision.org)**Preferred method of contact:**

Email

**Website (if available):**

<https://naba-vision.org/>

**Organization Info and Structure:**

**Please attach to this application proof of your organization's Tax-Exempt Status**

- [IRS-Determination-Letter-March-2023.pdf](#)

**Date of establishment:**

12/07/1920

**Give a brief description of your organization. Please include information on the organization's activities or mission statement (150 words or less):**

\*\*\*Please Note, NABA was established in 1908 - the drop down menu did not offer that option.

The mission of Northeastern Association of the Blind (NABA) is to assist individuals who are blind or visually impaired achieve independence and growth. NABA services include independent living skills, orientation and mobility instruction, social case work, adaptive aids and technology training, job placements, social and recreation programs, and low vision examinations.

NABA delivers programs to blind and visually impaired children and teens 6 to 18 years of age designed to teach and socialize while affording them new experiences and a path to independence.

NABA provides vision screenings annually to 4,000 children ages of 18 months and 6 years old. Of the children screened, 12% are identified with vision problems. Left untreated vision problems may become worse or possibly be misdiagnosed as a learning disorder.

**Provide the total number of part time employees (if applicable):**

7

**Provide the total number of full-time employees (if applicable):**

47

**Provide the total number of volunteers (if applicable):**

75

**What is the organization's current annual budget?**

\$7,082,000.00

**Have you or the organization ever received any form of COVID-19 relief funds or loans specific to the negative impacts of**

**the Pandemic?**

Yes

**If you selected "Yes" above, please specify type and amount.**

NABA was the grateful recipient of two Payroll Protection Program (PPP) loans totaling \$800,000 during the pandemic (\$400,000 in 2020 and \$400,000 in 2021). These funds supported agency operations and allowed the organization to retain employees. Both PPP loans have been forgiven.

In 2023, NABA also received two payments as part of the COVID-19 Employee Retention Credit Program. NABA received \$299,083.20 for first quarter 2021 and \$284,213.14 for second quarter 2021. These funds supported agency operations and compensated for some of the revenue shortfall in 2020 and 2021. The agency accrued debt and diminished what limited reserves were available maintain employees and continue operations. Previous COVID-19 relief funds did provide much needed assistance, however, the funds received were less than the losses suffered.

**Describe the purpose of the organization. Include a description of the target population, as well as the goals and objectives of your proposed project and the amount of Albany County residents that are served (250 words or less).**

The purpose of the NABA is to provide job training and placement services, on-site employment, technology training, independent living skills instruction and mobility training for adults and children. NABA's goal is to offer programs and services that lead people on a path toward independence.

NABA's target population is blind or visually impaired individuals living across fourteen 14 counties in New York State including: Albany, Columbia, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Sullivan, Ulster, Warren, and Washington Counties. Each year, NABA provides direct services to more than 700 individuals; approximately 40% of the participants we serve are from Albany County (In 2023, NABA served 765 clients in total with a little over 300 from Albany County).

NABA also provides vision screenings in its efforts to help prevent and treat early childhood vision problems. Since 1995, NABA has provided vision screenings to an average of 4000 children between the ages of 18 months and 6 years. NABA offers these screenings because:

- If caught early, 95% of vision issues can be corrected
- 80% of what children learn by age 12 is visually acquired
- 70% of juvenile delinquents have a vision issue
- 80% of children diagnosed with a learning disability have an undiagnosed vision problem

In 2023, NABA screened 1,130 children from 19 different schools and daycare centers in Albany County. Of those screened, 185 were flagged as needing follow-up services.

**If an award is made, describe how Albany County stakeholders will benefit.**

An award of ARPA funds will contribute to the ever-rising costs of NABA's operations. With more than 50 employees and 87% of those Albany County residents, NABA maintains a significant workforce in the community. In addition to those direct employees, NABA supports approximately 300 blind and visually impaired Albany residents in achieving and maintaining independence. Through the work of NABA's vision rehabilitation program: youth and teens participate in recreation, socialization, and education/vocation readiness activities; adults and seniors receive essential skills, training, and technology that enable them to live, work, and travel both safely and independently. NABA employees and participants are productive

engaged members of the community. NABA adds immense value to the community as: a provider of essential programs and services for blind and visually impaired individuals; an employer; and as a producer and distributor of goods that keep the public safe and protected. As noted previously NABA produces textiles and goods for municipalities and three branches of the United States armed services.

### **Negative Economic Impact:**

#### **What amount of funding is being requested?**

\$50,000

#### **Provide the total amount of lost revenue/additional expenses attributable to the COVID-19 Pandemic.**

NABA experienced a significant decline in revenue because of the pandemic in 2020 and 2021. The losses were sustained by NABA's Manufacturing Center and NABA's Vision Rehabilitation Program. In 2019, NABA's Manufacturing Sales totaled \$4,460,202. In 2020, those sales were \$3,666,318 (a loss of \$793,884). In 2021, those sales were \$3,738,456 (a loss of \$721,746). NABA relies on the manufacturing sales to support the costs of the vision rehabilitation services. As a result of lockdowns and essential social distancing measures losses were also suffered in contracted services for vision rehabilitation participants. Vision rehabilitation staff were unable to visit and work with people in their homes. In 2019, contract billing services totaled \$538,989. In 2020, those billing services were \$515,639 (a loss of \$23,350). In 2021, those billing services were \$400,794 (a loss of \$138,195). Please see attached graphics.

#### **Sustainable Operating Model: Describe how your organization adapted its operations to respond to (a) the immediate impacts of the COVID-19 pandemic and (b) any long-term trends brought about by the COVID-19 pandemic.**

In 2020, NABA was designated an essential business because the agency provided products to the military and New York City Transit. With a halt in regular production due to scarce resources and limited customer orders, NABA manufacturing employees began producing face masks for local government agencies thereby allowing our manufacturing facility to continue to work. This production of personal protective equipment benefitted local government agencies and also kept NABA employees working.

The COVID-19 pandemic brought about changes in direct service delivery models. The vision rehabilitation staff had to learn to deliver services virtually/remotely at times. This required technology, tools, and training. Those service delivery adaptations persist today. As a result, NABA's need for current, well-maintained equipment, technology and software is imperative. The organization learned to be more flexible with increasing reliance on technology

#### **If an award is made, describe how the funds will help the organization to recover from the negative economic impacts associated with the COVID-19 pandemic and to sustain long-term operations in Albany County.**

The loss in revenue as a result of the pandemic, severely compromised NABA's ability to properly maintain equipment, technology and building infrastructure. All of these components are essential for the long-term operations of the organization. Investing in and properly maintaining the building, manufacturing equipment, and technology are critical to ensuring that NABA customers and employees are able to access, and utilize the tools and resources needed for independence. NABA's manufacturing equipment provides valuable jobs for people who are blind or visually impaired – this population struggles with unemployment at a rate that is 70% higher than the general working population. With excellent advancements in technology people with visual impairments now have access to tools that are immensely valuable for independent living and employment. NABA needs to ensure the technology (both hardware and software) within the organization is current and in full working condition in order provide the necessary support to employees and customers. As award of ARPA funds will contribute to the overall operations of the organization. In doing so, blind and visually impaired youth, teens, adults, and seniors will have

access to programs and services that help people achieve and maintain independence. NABA programs: provide jobs; help seniors remain in their homes; offer valuable recreation and socialization opportunities.

**Does the organization possess a financial management system that provides records that can identify the sources and application of ARPA funds if an award is made? Please explain below:**

Yes, NABA uses Sage 100 to manage all of its financial records. This system will allow for all necessary reporting.

**Please explain how the negative impact associated with the COVID-19 pandemic led to revenue loss:**

As a result of the local, national, and global shutdown NABA faced revenue losses in all areas of operations. The organization faced the largest revenue losses in manufacturing and rehabilitation services. Specifically, the delivery of direct services to customers was suspended for a period of time as it was unsafe for vision rehabilitation staff to enter the homes of program participants. By halting and then reducing direct services, NABA was unable to fully perform services under the contract with the New York State Commission for the Blind. This diminished service delivery led to a reduction in billing and a loss of revenue. The greater revenue loss was experienced by the manufacturing center. Again, with a global shutdown, the demand for NABA's products declined drastically. In addition to declining sales the cost for supplies and raw materials spiked as restrictions eased. NABA continued operations and maintained employees throughout the duration of the pandemic. As a manufacturer of textiles for the armed forces, we were deemed an essential business. Given this status, NABA manufacturing center pivoted production and became a producer and supplier of face masks. This shift in business reinforced NABA's value as a strong community contributor and the agency was honored and pleased to fill this much-needed role in providing personal protective equipment (PPE). However, our loss in sales revenue was still significant. The details were provided in a previous section.

**(Optional) Use the below space, or attached supplemental files, to provide any additional information that you believe will support the organization's request:**

Attached please find the following supporting documents:

NABA Loss in Revenue from COVID-19 Pandemic

NABA Levels of Direct Service Reduction During COVID-19 Pandemic

NABA Insurance Coverages

**Optional file upload**

- [NABA-ARPA-Non-Profit-Recovery-Application.pdf](#)

**Tax Information**

**Please upload Federal tax returns for tax year 2019**

- [NABA-990-2019.pdf](#)

**Please upload Federal tax returns for tax year 2020**

- [NABA-990-2020.pdf](#)

**Please upload Federal tax returns for tax year 2021**

- [990-NABA-Client-Copy-Tax-Return-12-31-21.pdf](#)

**Please upload Federal tax returns for tax year 2022**

- [NABA-Tax-Return-12-31-22.pdf](#)

**Please upload IRS Form W-9**

- [NABA-W.pdf](#)

## Risk Assessment

**Has the organization adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies**

Yes

**If you selected "Yes" above, please specify:**

- Anti - Harassment Policy
- Anti - Nepotism Policy
- Code of Conduct
- Conflict of Interest Policy
- Confidentiality Policy
- Diversity in the Workplace Policy
- Document Retention Policy
- Sexual Abuse and Misconduct Prevention Policy
- Whistle Blower Policy

**Is the organization properly insured?**

Yes

**If you selected "Yes" above, please specify the types of insurance held and the limits:**

Commercial General Liability - Limits \$9,500,000  
Automobile Liability - Limits \$1,000,000  
Umbrella Liability - Limits \$5,000,000  
Workers Compensation and Employers Liability - Limits \$500,000

**Does the organization have a financial management system?**

Yes

**If you selected "Yes" above, please specify**

Yes, NABA uses Sage 100 for its financial records and reporting.

**Has there been any change in your organization's key staffing positions in the last 2 years?**

Yes

**If you selected "Yes" above, please specify**

NABA's Chief Operating Officer/Director of Finance resigned in August of 2023. Marilyn Goulty was hired as Controller in August of 2023. This change in staffing has the agency well-equipped for all aspects of financial management.

**Has the organization previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?**

Yes

**If you selected "Yes" above, please specify**

NABA has contracts with the federal government to produce items for the Department of Defense.

**Certifications:**

**Acknowledgment 1**

I have read and understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link below)  
U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds:  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**Acknowledgment 2**

Should the County allocate ARPA Funds, I am able to and pledge to adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds


**Acknowledgment 3**

I understand the County will contact me if/when additional information is needed and that information will be promptly provided to the County to support reporting requirements


**Acknowledgment 4**

If for any reason I am unable to comply with the U.S. Treasury's Compliance and Reporting Requirements I will immediately notify the County in writing by email or letter

**Acknowledgment 5**

 All information submitted in this application is true and accurate

### Electronic Signature Agreement

 I agree

By checking the "I agree" box, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

### Type name

Laura Zeliger

### Notes



#### Admin Notification (ID: 655253b8f18ee)

added January 5, 2024 at 10:36 pm

WordPress successfully passed the notification email to the sending server.