



2021 ANNUAL REPORT FOR GENERAL DISTRIBUTION

Approved by ALIRP Board January 31, 2021

The Alabama Interfaith Refugee Partnership received Internal Revenue Service approval for 501C3 tax-exempt status on October 16, 2019. Since that time, the 11-member board has worked hard to develop and approve policies and procedures, create a website and other social-media platforms, recruit and orient volunteers, and implement our three-part mission of supporting refugees and asylum-seekers locally and globally through advocacy, education, and direct assistance.

This report highlights the major accomplishments of the 2021 year. The first section discusses overall accomplishments of the organization and the board, and subsequent sections highlight accomplishments of our eight committees (Advocacy, Communications, Direct Support, Education, Finance, Fundraising, Outreach, and Volunteer).

Summary of General Accomplishments of the Board and the Organization

- Completed our first strategic planning initiative and approved a [Strategic Plan](#) for 2021
- Revised [policy](#) related to maintaining safety for volunteers and Partners in light of the COVID pandemic;
- Approved [a policy](#) and [procedures](#) for evaluating and recommending support for Partners. Posted this information on the [website](#).
- Recruited and hired an AmeriCorps/VISTA Service member (our first paid staff member) through a partnership with the University of Alabama at Birmingham (UAB);
- Recruited and supervised seven UAB Public Health student interns (Damaris Reid, Emma Kate Sellers, Indika Sha Depriest, Mariah Spade, and Ohtra Awaad, Spring 2021; Judith Kopyo and Ohtra Awaad, Summer, 2021; Jane Vines and Dalton Scott, Fall 2021).
- Supervised one half-time Master of Social Work Samford University student, Emily Paxton, for her second-year field placement (spring 2021);
- Worked with 16 UAB Spanish students as part of their service-learning program during the Fall 2021 semester. Students translated many of the ALIRP web pages to Spanish and developed a [video in Spanish](#) describing the organization.
- Developed a brochure about the organization available in [English](#) and [Spanish](#).
- Maintained linkages with other organizations – [Episcopal Migration Ministry](#) Asylum Ministry Network, and [Inspiritus](#).
- Revised committee structure to separate Fundraising/Outreach and Direct Support/Volunteer into four separate committees and updated [list of responsibilities for each committee](#).
- Developed “[job descriptions](#)” for new board members, and elected new board members to replace those whose terms ended in September. Current board members is posted on [the ALIRP website](#).

Summary of Major Activities of ALIRP Committees

ADVOCACY

- Developed and posted a [statement on President Biden's proposed immigration reforms](#);
- Assumed leadership role on Advocacy Committee of the Episcopal Migration Ministry Asylum and Detention Network;
- Participated in Virtual Advocacy Day in July 2021 and September 2021, partnering with the Refugee Council USA and the Episcopal Migration Ministries;
- Developed and posted a response to President Biden's proposed immigration reform plan on the [ALIRP website](#);
- Made a presentation about the ALIRP at the annual meeting of the American Public Health Association.

COMMUNICATIONS

- Matthew Torbett hired to manage social media (March-June, 2021);
- Patti Steelman (volunteer) assumed responsibility for managing web page and newsletters (starting in September 2021);
- Updated and maintained [website](#), [Facebook page](#), [Instagram platforms](#) and ALIRP [YouTube channel](#), and initiated a [Twitter account](#);
- The website had 3,230 visits/views; The Facebook page had 4,754 unique visits/views (does not include individuals who view the same post multiple times); and the Instagram page has 164 followers, but reached 838 unique accounts throughout the year; and videos posted on the YouTube channel had 270 views and gained 8 subscribers; and the twitter account has 18 followers.
- Produced newsletters in January, March, May, July, October, and December. Newsletters were distributed to 331 ALIRP friends via Mail Chimp, and posted on [ALIRP website](#);
- Updated informational [PowerPoint presentation](#) and [Volunteer orientation](#) videos for website;
- Uploaded selected website pages and video in Spanish for Spanish version of the website.

DIRECT SUPPORT

- Updated [Volunteer Handbook](#) which is available on the ALIRP website;
- Offered updated Parts 1 and 2 Volunteer Orientation Online in August in partnership with the Jewish Community Relations Council. These two orientation programs are available on the [ALIRP website](#) and all new volunteers are required to review them;
- Linked information from online Volunteer Interest, Background Check authorization;

- Volunteer Agreement [Volunteer database](#), including procedures for responding to people who submit [volunteer interest forms](#) and engaging volunteers (this is currently being coordinated by volunteer Barbara Bonfield);
- Approved policy and [consent form](#) for Partners to sign authorizing immigration attorney to share information based on initial legal consult;
- Provided \$1300 to purchase school supplies for 13 Partner families;
- Coordinated direct support to the following 18 families (51 individuals) during 2021:

EDUCATION

- Sponsored a total of eight educational programs in 2021:
 - **January 29, 2021:** Lynda Wilson and Emily Paxton gave a presentation to a virtual "Lunch and Learn" program sponsored by the Jewish Community Relations Council entitled "Welcoming the Stranger: Local Response to the Global Migration Crisis";
 - **March 10, 2021:** the ALIRP hosted a screening and discussion on the film "Paper Children";
 - **July 15, 2021:** A presentation by Dr. Judith Kopyo entitled "Refugees Among Us: Cultural Competence and Public Health Challenges";
 - **October 12, 2021:** Virtual book discussion led by Karina Cortes about book "Somewhere in the Unknown World: A Collective Refugee Memoir";
 - **October 19, 2021:** Lynda Wilson presented on a panel during a virtual meeting hosted by Global Ties Alabama, entitled "Leveraging Citizen Diplomacy in Support of Refugees and Asylum-seekers in Alabama";
 - **November 10, 2021:** April Jackson-MacLennan made a presentation about legal challenges for asylum-seekers and refugees during a Zoom meeting sponsored by Global Ties, Alabama;
 - **November 17, 2021:** Virtual film "Oh Mercy – Searching for the hope in the promised land";
 - **August-November, 2021:** Partnered with Dave Isay's StoryCorps/ One Small Step program to recruit 26 participants who recorded thirteen 40-minute interviews focused on the topic of immigration. Seven of the 13 interview pairs granted permission to share their interviews, and these interviews are available on the StoryCorps website at this [link](#);
 - Student intern Mariah Spade developed a list of [media recommendations](#) which was added to our web page.

FINANCE

- Transitioned from Compass bank account to PNC account (since PNC purchased Compass bank);
- Managed all finances and maintained records on spreadsheet in secure folder on Google Docs accessible only to the Treasurer, Vice President and President;

- Followed all financial control procedures including maintain records of financial request forms, invoices, receipts, donor information, and thank you letters sent to donors as the donations are received;
- Accountant Bruce Downes reviewed financial spreadsheet and financial control procedures and advised us that all accounting procedures are excellent. He offered to do our 2022 income tax returns on a pro-bono basis (since we will have more than \$50,000 income in 2022 we will need to file a more complex tax return than in previous years).

Balance January 1,2021 \$32,463.22

Income January 1, 2021 – December 31, 2021

Foundations	\$15,285.00	(19.38%)
Religious Institutions	\$16,415.00	(20.81%)
Individual Donations	\$47,088.92	(59.69%)
Other	\$ 99.88	(00.13%)

TOTAL INCOME \$78,888.80 *(Note: 2020 income was \$48,857.76)*

Expenditures January 1, 2021-December 31, 2021

Direct Support	\$44,122.33	(77.97 %)
Rent	\$11,450.00	
Utilities	\$ 686.51	
Food	\$ 2000.00	
Legal	\$15,958.00	
Medical	\$ 35.00	
Other	\$13,992.82	<i>(includes \$9000 for Afghan refugee sponsorship)</i>

Administrative	\$12,470.3	(22.03%)
Liability Insurance	\$ 1,692.00	
Consultant	\$ 1,700.00	
Travel/Meetings	\$ 39.47	
Equipment	\$ 644.98	
Supplies	\$ 18.65	
Printing/Copying	\$ 220.00	
Postage/Delivery	\$ 147.19	
Fundraising Fees	\$ 232.18	
Other	\$ 429.59	
Staff salary/wages	\$ 6500.00	
Background Checks	\$ 846.32	

Total Expenses \$56,592.71 *(Note: 2020 expenses were \$32,610.26)*

Ending Balance (December 31, 2021) **\$54,759.31**
Outstanding Commitments \$11,818.00
Net Balance **\$42,941.31**

FUNDRAISING

- Developed and purchased a banner to be used for fundraising;
- Approved criteria for “[Friends](#)” or “[Organizational Sponsors](#)” of ALIRP;
- Raised \$9000 in a special fundraiser to co-sponsor three Afghan refugee families to be resettled through the Inspiritus Refugee Resettlement agency, and send these funds to Inspiritus;
- Worked with filmmaker Pam Powell to develop a [fundraising video](#) for the fall fundraising campaign which had a goal of \$25,000 and ran Nov. 1-Dec. 15. A total of \$25,488.41 raised (\$14,594.37 raised online, 10,893,71 through checks). An additional \$2344.50 was raised online but will not be transferred to ALIRP bank until January 25, so these donations will be included as 2022 income). This is significantly more than the \$16,000 raised in the Fall 2020 fundraiser;
- A total of 150 people made individual donations to ALIRP;
- Lynda Wilson purchased a total of 40 “Buy One, Give One” announcements about ALIRP on WBHM public radio station during the fall fundraising campaign;
- Submitted a total of 20 grant proposals to religious organizations or foundations. Four of the 20 proposals submitted in 2021 were funded (total of \$14,728 cash and \$1000 donated items); nine of these 21 proposals were rejected; and seven proposals are pending; An additional four grants submitted in 2000 were funded in 2021 (for a total of \$4850);
- Hired and met with fundraising consultant who has reviewed our fundraising strategies and made recommendations;
- Identified a total of 40 potential funders which are listed on a grant database, and divided these funders among 4 members of the fundraising committee (Elishua Markham, Brett, Wisse, Luke Menzies) and Katherine Fulcher who will be working on submitting these grants in 2022.

OUTREACH COMMITTEE

- The Outreach Committee formally became a separate committee in fall 2021. The committee took over coordination of all events and presentations with other faith-based groups in the Birmingham community;
- In 2021 we contacted over 300 congregations in the Birmingham area seeking ALIRP Partners. Despite the challenges of the pandemic, we were able to meet and present to seven groups to share information about ALIRP.

VOLUNTEER COMMITTEE

In May 2021, Barbara Bonfield assumed the responsibility of Volunteer Coordinator after our social work student who was serving in this capacity graduated with her Master’s degree. Barbara has wasted no time developing and improving systems that have helped us streamline our volunteer screening, assign volunteers to the appropriate team, and track current volunteer contributions. Currently, we have 72 active volunteers serving on one or more of the seven ALIRP Committees (Advocacy, Direct Support, Education, Fundraising, Outreach, or Volunteer Engagement). All volunteers are asked

to complete timesheets each quarter, indicating their total number of volunteer hours. A total of 25 volunteers submitted timesheets in 2021, indicating that collectively they provided 2069 volunteer hours. The total number of volunteer hours is likely much higher, since 47 volunteers did not submit time sheets. We also developed a process to recognize volunteers whose contributions on behalf of our partners go beyond their regular assignments.