

Carson City Agenda Report

Date Submitted: February 25, 2014

Agenda Date Requested: March 6, 2014

Time Requested: 20 minutes

To: Mayor and Board of Supervisors

From: Community Development – Planning Division

Subject Title: For Possible Action: To prioritize the Community Support Services Grant (CSSG) funding for youth programs for FY2014-15. (Janice Brod)

Summary: The CSSG funding available for Carson City youth programs for fiscal year 2014-15 is estimated to be \$72,200. The Partnership Carson City Executive Board conducted a meeting on February 5, 2014 to review the applications and make funding recommendations for consideration by the Board of Supervisors.

Type of Action Requested:

- ☐ Resolution
☒ Formal Action/Motion

- ☐ Ordinance
☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to approve the Community Support Services Grant funding for youth programs for FY2014-15 subject to approval of the FY2014-15 budget.

Explanation for Recommended Board Action: Seven proposals for youth services were received totaling more than the amount of funding available. The Partnership Carson City Executive Board based their recommendations on each program's potential for meeting Carson City's goals and furthering Partnership Carson City's vision.

Applicable Statue, Code, Policy, Rule or Regulation: NRS 244.1505, NRS 372.3261

Fiscal Impact: \$72,200

Explanation of Impact: General Fund/Youth- \$72,200

Funding Source: General Fund

Alternatives: Provide other direction.

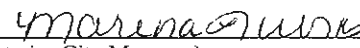
Supporting Material: 1) Partnership Carson City letter and funding recommendation spreadsheet
2) Memorandum-Boys and Girls Club funding allocation
3) NRS 244.1505

- 4) NRS 372.3261
- 5) 2014 CSSG youth applications

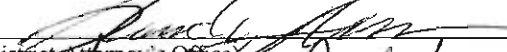
Prepared By: Janice Brod, Grants Program Coordinator

Reviewed By: 
(Community Development Director)


Date: 2-25-14


(Interim City Manager)

Date: 2-25-14


(District Attorney's Office)

Date: 2/25/14


(Finance Director)

Date: 2/25/14

Board Action Taken:

| | | Aye/Nay |
|---------------|----------|---------|
| Motion: _____ | 1) _____ | _____ |
| | 2) _____ | _____ |
| | | _____ |
| | | _____ |
| | | _____ |

(Vote Recorded By)

Partnership Carson City



February 13, 2014

Carson City Board of Supervisors
201 North Carson Street
Carson City, NV 89701

Dear Mayor and City Supervisors:

Please find attached the Partnership Carson City (PCC) 2014-2015 Youth Community Support Services funding recommendations. The Executive Board met on Wednesday, February 5, 2014 to review the seven (7) applications submitted, totaling \$94,648 in funding requests. The funding recommendation table reflects this year's funding levels, 2014-2015 funding requests, and the PCC Executive Board's funding recommendations.

The recommendations are based on the program's potential for addressing the City of Carson's goals and furthering PCC's vision. Additionally, the Executive Board took into consideration past performance of the organization related to City funding and gaps in services to Carson City.

PCC will be in attendance at the Board of Supervisor's meeting in March to answer any questions related to these funding decisions.

Sincerely,

Kathlyn Bartosz

Kathlyn Bartosz
PCC Executive Director

1711 North Roop Street
Carson City, NV 89706
(775) 841-4730

Partnership Carson City

2014-2015

Carson City Youth Community Support Services Funding Recommendations

| Organization | Program/Project | 2013 – 2014 Funding | 2014– 2015 Request | PCC Funding Recommendations |
|--------------------------------------|--|------------------------|-----------------------|--------------------------------|
| Advocates to End Domestic Violence | Teen Dating Violence Prevention Program | 5,859 | 5,859 | 6,000 |
| Big Brothers Big Sisters | Mentoring Program | 0 | 20,000 | 0 |
| Boys & Girls Club of Western Nevada | Teen Center Programs | 19,389 | 19,389 | 20,000 |
| Boys & Girls Club – Mentor Center | E.P.I.C. – Educational Preparation & Improvement for College | 8,500 | 8,500 | 8,500 |
| Carson City Symphony Association | Strings in the Schools & Strings in the Summer Programs | 6,200 | 7,100 | 6,400 |
| Children's Museum of Northern Nevada | STEMS Exhibit | 2,500 | 5,000 | 2,500 |
| Ron Wood Family Resource Center | Assistance to Low & Moderate Income Families | 25,000 | 25,000 | 25,000 |
| Partnership Carson City | Grant Management | 4,752 | 3,800 | 3,800 (5%) |
| TOTALS | | 72,200 | 94,648 | 72,200 |



Carson City Planning Division

108 E. Proctor St.
Carson City, Nevada 89701
(775) 887-2180
Planning@carson.org
www.carson.org

MEMORANDUM

Board of Supervisors Meeting of March 6, 2014

To: Mayor and Board of Supervisors
From: Janice Brod, Grants Program Coordinator
Date: February 21, 2014
Subject: Boys and Girls Club Quality of Life funding for 2014-15

The Boys and Girls Club receives an annual allocation (maximum of \$120,000) for maintenance from the Quality of Life (Q18) Fund. This year's allocation will be \$120,000 based on the following calculation:

Base sales tax year (1st money given to the Boys and Girls Club in 2010 – use Actual FY 2009 Quality of Life sales tax number of \$1,889,028 as the base).

Use FY2013 Actual sales tax amounts for the FY2015 budget - \$1,919,374.

$\$1,919,374 / \$1,889,028 = 101.61\%$

Maximum amount to be given to the Boys and Girls Club - \$120,000

FY2014 amount - $\$120,000 * 101.61\% = \$121,932$ (limited to \$120,000)

NRS 244.1505 Expenditure of public money; grant of public money and donation of certain property to certain nonprofit organizations or governmental entities.

1. A board of county commissioners may expend money for any purpose which will provide a substantial benefit to the inhabitants of the county. Except as otherwise provided in subsection 4, the board may grant all or part of the money to a nonprofit organization created for religious, charitable or educational purposes to be expended for the selected purpose.

2. A board of county commissioners or its authorized representative may donate:

(a) Commodities, supplies, materials and equipment that the board determines to have reached the end of their useful lives; and

(b) Stolen or embezzled property for which the county treasurer has obtained an order authorizing the county treasurer to donate the property pursuant to subsection 6 of NRS 179.163,

→ to a nonprofit organization created for religious, charitable or educational purposes or to another governmental entity, to be used for any purpose which will provide a substantial benefit to the inhabitants of the county.

3. A grant or donation to a nonprofit organization created for religious, charitable or educational purposes and a donation to a governmental entity pursuant to this section must be made by resolution. The resolution must specify:

(a) The purpose of the grant or donation;

(b) If applicable, the maximum amount to be expended from the grant; and

(c) Any conditions or other limitations upon the expenditure of the grant or the use of the donated property.

4. The provisions of this section do not limit the ability of a board of county commissioners or its authorized representative to disburse money pursuant to NRS 321.5956 or any other specific statutory authority.

5. As used in this section:

(a) "Authorized representative" has the meaning ascribed to it in NRS 332.025.

(b) "Nonprofit organization created for religious, charitable or educational purposes" means an organization that meets the requirements set forth in NRS 372.3261.

(Added to NRS by 1981, 478; A 1987, 2306; 1989, 242; 1999, 1644, 3535; 2001, 368)

NRS 372.3261 Requirements for organization created for religious, charitable or educational purposes.

1. For the purposes of NRS 372.326, an organization is created for religious, charitable or educational purposes if it complies with the provisions of this section.

2. An organization is created for religious purposes if:

(a) It complies with the requirements set forth in subsection 5; and

(b) The sole or primary purpose of the organization is the operation of a church, synagogue or other place of religious worship at which nonprofit religious services and activities are regularly conducted. Such an organization includes, without limitation, an integrated auxiliary or affiliate of the organization, men's, women's or youth groups established by the organization, a school or mission society operated by the organization, an organization of local units of a church and a convention or association of churches.

3. An organization is created for charitable purposes if:

(a) It complies with the requirements set forth in subsection 5;

(b) The sole or primary purpose of the organization is to:

(1) Advance a public purpose, donate or render gratuitously or at a reduced rate a substantial portion of its services to the persons who are the subjects of its charitable services, and benefit a substantial and indefinite class of persons who are the legitimate subjects of charity;

(2) Provide services that are otherwise required to be provided by a local government, this State or the Federal Government; or

(3) Operate a hospital or medical facility licensed pursuant to chapter 449 or 450 of NRS; and

(c) The organization is operating in this State.

4. An organization is created for educational purposes if:

(a) It complies with the requirements set forth in subsection 5; and

(b) The sole or primary purpose of the organization is to:

(1) Provide athletic, cultural or social activities for children;

(2) Provide displays or performances of the visual or performing arts to members of the general public;

(3) Provide instruction and disseminate information on subjects beneficial to the community;

(4) Operate a school, college or university located in this State that conducts regular classes and provides courses of study required for accreditation or licensing by the State Board of Education or the Commission on Postsecondary Education, or for membership in the Northwest Association of Schools and of Colleges and Universities;

(5) Serve as a local or state apprenticeship committee to advance programs of apprenticeship in this State; or

(6) Sponsor programs of apprenticeship in this State through a trust created pursuant to 29 U.S.C. § 186.

5. In addition to the requirements set forth in subsection 2, 3 or 4, an organization is created for religious, charitable or educational purposes if:

(a) No part of the net earnings of any such organization inures to the benefit of a private shareholder, individual or entity;

(b) The business of the organization is not conducted for profit;

(c) No substantial part of the business of the organization is devoted to the advocacy of any political principle or the defeat or passage of any state or federal legislation;

(d) The organization does not participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office; and

(e) Any property sold to the organization for which an exemption is claimed is used by the organization in this State in furtherance of the religious, charitable or educational purposes of the organization.

(Added to NRS by 1995, 1437; A 1999, 965; 2003, 1283)



To End Domestic Violence

ORIGINAL

**Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014-2015**

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: JANUARY 17, 2014, 4:00 P.M.

**PLEASE SUBMIT 9 COPIES TO: CARSON CITY PLANNING DIVISION
108 E. PROCTOR ST.
CARSON CITY, NV 89701**

***The deadline established is firm. Any proposal received after the deadline will not be considered for funding. Applications must be unstapled. Please read attached instructions page 15 for more information.**

1. **Agency Name:** Advocates to End Domestic Violence
2. **Agency Mailing Address:** Post Office Box 2529, Carson City, Nevada 89702
3. **Project Name:** Teen Dating Violence Prevention
4. **Project Address/location:** 32 Sierra Ave. Carson City, Nevada
5. **Agency Director:** Lisa Lee
6. **Board Chairperson:** Joanna Wilson
7. **Contact person:** Lisa Lee, Executive Director
Phone number: 883-7654 E-Mail: director@aedv.org
Fax: 883-0364 Website (if applicable) www.aedv.org
8. **How long has your organization been in existence?** Since 1979
In Carson City? 35 years Advocates To End Domestic Violence was founded in 1979 and incorporated in 1981.
9. **What is the overall mission of your organization?**
Advocates to End Domestic Violence believes in the worth, dignity, and uniqueness of individuals, their ability and responsibility to affect change in their lives, and the right to live free of violence. The purpose of Advocates to End Domestic Violence is to provide **prevention, crisis intervention, and support services** to victims of domestic violence to aid them and their families in breaking the cycle of violence in their lives and moving toward self-sufficiency.

10. TOTAL FUNDING REQUESTED: \$5,859 - The same amount as last year

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project/program (not your organization).

In 2000, Advocates developed a school-based dating violence prevention program in a proactive effort to eliminate domestic violence before it has the opportunity to affect the lives of local teenagers and, thus, future adults. The program's curriculum and materials have been approved by the school district and are structured to reach each targeted age group. Presentations are given to Carson Middle School, Eagle Valley Middle School, Silver State Charter School, and Pioneer High School students. The presentations are also provided to area youth groups and organizations, with materials tailored to meet the needs of each group and time frame. The aim of the program is to reduce violence in youth dating relationships and promote healthy, respectful relationships through increased awareness and the ability to identify controlling and abusive behaviors. Conflict resolution, communication, and critical thinking skills are the cornerstones of the program.

I. PROJECT ELIGIBILITY

A. Check all statements that describe HOW this project/program meets one of Carson City's goals:

- ☒ X A Safe and Secure Community
- ☒ X A Healthy Community
- ☐ An Active and Engaged Community
- ☐ A Clean and Healthy Environment
- ☐ A Vibrant, Diverse and Sustainable Economy
- ☐ A Community Rich in History, Culture and the Arts
- ☐ A Community Dedicated to Excellence in Education
- ☐ A Physically and Socially Connected Community
- ☐ A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects/programs that provide a clear description of the project/program with supporting data and methodology of how the project will meet these needs.

- 1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.**

Teen dating violence, like adult domestic violence, is a pattern of **coercive, manipulative behavior** that one partner exerts over the other for the purpose of

establishing and maintaining power and control. The effects of dating violence can range from bruised self-esteem to broken bones, permanent injury, and even death. The U.S. Department of Justice reports that nearly one **in three high school students** have been or will be involved in an abusive relationship and that females between **16 and 24 years of age are more vulnerable** to intimate partner violence than any other age group, nearly triple the national average. According to California Coalition Against Sexual Assault, **half of reported date rapes** occur among teenagers. The National Center for Injury Prevention and Control documented that intimate partner violence among adolescents is associated with **increased risk** of substance abuse, unhealthy weight control, sexual risky behaviors, pregnancy, and suicide. 81% of surveyed parents either believe teen dating violence is not an issue or admit they don't know if it is an issue as reported by Family Violence Prevention Fund and Advocates for Youths. Dating violence crosses all economic, racial, gender, and social lines, with the majority of victims being young women who are at the highest risk for serious injury.

The first step to breaking the cycle of domestic violence is **awareness of the issue**. Similar to providing education regarding prevention of drugs, smoking, and bullying, teen dating violence can be reduced through information and awareness. The program has been structured to appeal to and hold the attention of teenagers. The program utilizes nationally developed materials that are designed for each specific grade and maturity level. The curriculum involves age-appropriate dramatized videos, informational handouts, worksheets, role playing, and class discussions which encourage interaction to capture students' attention while providing opportunities for skill development and increased awareness. Pre- and post-tests document students' level of awareness prior to and after each presentation. The ultimate goal of the program is to **reduce violence in youth dating relationships** and promote healthy, respectful relationships through increased awareness and the ability to identify controlling and abusive behaviors.

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals.

Teens who experience dating violence are **more likely** to do poorly in school and report binge drinking and attempted suicides. The data we have collected over the years from women we sheltered shows that over 70% first experienced intimate partner violence as teenagers. For many of the clients we serve, a pattern of domestic violence affected their educational opportunities and **economic stability**. AEDV developed the Teen Dating Violence Prevention program to combat the long-term negative effects on victims and the community. A safe, secure, and healthy community begins with our youths.

3. Describe who will benefit from the proposed project.

By providing youths with the necessary tools to recognize and **avoid abusive** relationships, Advocates believes that fewer teenage relationships will evolve into **adult domestic violence** incidents. This will decrease the need for crisis intervention, emergency shelter, legal services, law enforcement, substance abuse counseling, and welfare assistance, thereby changing the path that many teens are heading toward while benefitting the community of Carson City long-term.

4. How will the funds be used on this project?

CSSG funding will pay for a portion of the part-time position that will coordinate and present the classes. In addition, funds will be used toward the purchase and printing of handouts and other material costs, as well as age appropriate videos. **No CSSG** funds will be used toward administration costs of the project, only direct services.

5. Describe how your organization plans to reduce the need for grant funding in the future:

Funding will be leveraged with additional grant funds and resources to provide the Teen Dating Violence Prevention program to local students throughout Carson City. AEDV has strived to diversify our funding sources by incorporating local, state, and federal government sources **and raising 50% percent** of the necessary annual revenue through fundraising efforts that involve events, direct mail requests, general donations, and a thrift shop. These efforts demonstrate AEDV's on-going drive to develop a **diverse funding base** toward program sustainability and continuation.

6. Could your organization use less than the amount of funds requested for the proposed project/program? Please explain.

Funding sources are limited and highly competitive, requiring AEDV to focus on providing proven programs in an effective manner. The revenue received through CSSG through Partnership Carson City **is crucial for the continuation** of the Teen Dating Violence Prevention program and would be impossible to replace through other sources. Though **AEDV raises 50%** of the agency revenue through fundraisers and donations, without grant funding, AEDV would not be able to continue to provide the Teen Dating Violence Prevention program. AEDV believes in the life-altering effects this program has the future positive changes it will have on so many young lives.

AEDV is aware of the limited Partnership Carson City funds available to assist community non-profits in providing necessary services to those in need, and therefore **has not requested** an increase in funding from the past year's level.

7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?

Advocates To End Domestic Violence is the **only program** that provides interactive teen dating violence prevention classes to students in Carson City. AEDV works in a collaborative effort with other social service organizations and agencies in order to provide a full range of opportunities and services for the students we serve.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that *outputs* are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and *outcomes* are the benefits or changes that result from the program (such as how well the service met the client needs).

AEDV's request for funding will meet at least two of the City's stated goals: A Safe and Secure Community and a Healthy Community.

1. What are the projected outputs, or total number of people served, from this program/project?

The primary goal of the program is to reduce **teen dating violence** and to promote a "safe, secure, and healthy community" that encourages respectful relationships through increased knowledge and awareness of abusive and harmful relationships. Materials (handouts and videos) will be reviewed and purchased during the first and second quarters. During the second and third quarters, the program will meet and work with administrators and teachers to schedule presentations that will take place during the third and fourth quarters.

AEDV will present the teen dating violence prevention program to an estimated **700 Carson City students** utilizing approved curriculum and pre- and post-tests during the 3rd and 4th quarters.

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

It is anticipated that all will be residents of Carson City as they are students attending Carson City schools or participating in youth programs operating in Carson City. We do not administer income verification to students, but according to the United States Census, roughly 14% of Carson City residents live below the poverty level. The latest KIDS Count data illustrates that **21.5 percent** of children in Carson City live in poverty.

3. What is the projected outcome of this program/project? (How will the outputs benefit the total number of people in Question 1?)

Utilizing pre- and post-tests, **80%** of students will demonstrate an increased knowledge regarding the warning signs of an abusive relationship and awareness of the affects of controlling and abusive dating relationships.

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this program/project?

AEDV utilizes **pre- and post-tests** to measure students' levels of knowledge before and after the presentations. Students also complete an **evaluation** of the materials and instructor that is used to adjust the presentations to better meet student expectations and needs. The program does not gather information that could identify students. Records regarding materials purchased, student attendance, hours of instruction, and dates and times will be maintained in a secure location.

AEDV completes multiple site, financial, and program audits annually as required by state and federal granting sources. The audits ensure that **services are documented** and accurate data is collected, reported, and securely maintained. Failure to pass an audit could result in a cancellation of program funding. In addition, AEDV has an **annual financial audit** conducted by an independent public accountant and **monthly financial statements** are compiled by an outside firm.

IV. PROJECT BUDGET

Complete the Budget Summary chart. More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support.

| Project/Program Title: | Funds Requested | Leveraged Funds | Total Funds |
|---|-----------------|-----------------|-----------------|
| Project/Program Expenses: FY 2013-14 | | | |
| Salaries and Benefits | \$3,900 | \$4,065 | \$7,965 |
| Rent and Utilities | 0 | 700 | 700 |
| Mortgage | 0 | 0 | 0 |
| Equipment | 0 | 0 | 0 |
| Equipment Maintenance & Repair | 0 | 0 | 0 |
| Office Supplies | 0 | 150 | 150 |
| Operating Supplies/Mileage/Trainings | 0 | 550 | 550 |
| Postage and Shipping | 0 | 0 | 0 |
| Printing and Publications | 1,959 | 1,941 | 3,900 |
| Advertising and Promotion | 0 | 0 | 0 |
| Subscriptions and Dues | 0 | 0 | 0 |
| Liability/Other Insurance | 0 | 300 | 300 |
| Professional Fees | 0 | 0 | 0 |
| Other project costs: (Specify Below) | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTALS | \$5,859 | \$7,706 | \$13,565 |

DETAILED BUDGET BREAKDOWN

| COST CATEGORY | GRANT COST CONTRIBUTIONS | OTHER MONETARY | TOTAL PROGRAM |
|---|-----------------------------|-------------------|------------------|
| Salaries | | | |
| Coordinator 40hrs/wk x \$17.78 x 10wks = \$7,112 12% withholding/benefits= \$853 | \$3,900 | \$4,065 | \$7,965 |
| Sub-Total | \$3,900 | \$4,065 | \$7,965 |
| Program Expenses: | | | |
| Insurance | 0 | 300 | 300 |
| Printing and Videos | \$1,959 | 1,941 | 3,900 |
| Operating Supplies | | | |
| Training | 0 | 300 | 300 |
| Mileage | 0 | 250 | 250 |
| Office Supplies | 0 | 150 | 150 |
| Rent and Utilities | 0 | 700 | 700 |
| Sub-Total | \$1,959 | \$3,641 | \$5,600 |
| TOTAL | \$5,859 | \$7,706 | \$13,565 |

Matching Funding

| <u>Shelter Funding Source</u> | <u>Amount</u> | <u>Secured</u> |
|-------------------------------|---------------|----------------|
| AEDV General Funds | \$7,706 | On-Going |

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Lisa Lee, Executive Director, 883-7654, director@aedv.org

2. The person directly responsible for on-site supervision of the project/program, such as a project manager:

Lisa Lee, Executive Director

3. The person responsible for the financial management of the project/program, including preparation, review and approval of reimbursement requests:

Terri Farnworth, Office Manager, Post Office Box 2529, Carson City, Nevada, 89702, 883-7654, officemg@aedv.org

4. Please list the name, address, phone number and e-mail of the person responsible for preparing the quarterly reports and tracking the performance on this program/project.

Lisa Lee, Executive Director, Post Office Box 2529, Carson City, Nevada 89702, 883-7654, director@aedv.org

VI. AGENCY INFORMATION

1. **Proof of non-profit status for private agencies (governmental entities and schools are exempt):**

| | |
|----------------------------------|------------|
| Date of incorporation | 1981 |
| Date of IRS certification | June 1980 |
| Tax exempt number | 94-2665387 |

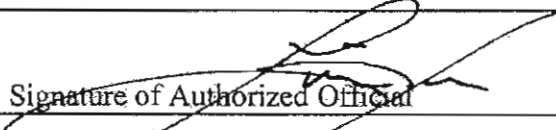
2. **DUNS Number:** 027915367
For information on DUNS, go to: <http://www.ccr.gov/pdfs/DUNSGuideGovVendors.pdf>

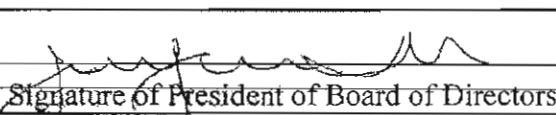
3. **Attach the following to each copy of the Proposal for Funding:**

- a. **IRS Tax Exempt "501(c)(3)" letter.**
- b. **Proof of incorporation from Secretary of State (CERTIFICATE ONLY)**
- c. **Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.**
- d. **List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).**
- e. **For all 501(c)(3) non-profit organizations: a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). Governmental bodies and schools are exempt from this requirement.**

4. **Required Certification (see instructions):**

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|--------------------------|
|  Signature of Authorized Official | Date <u>11/14</u> |
| Lisa Lee, Executive Director Typed Name and Title of Authorized Official | 883-7654 Phone Number |

| | |
|---|--------------------------|
|  Signature of President of Board of Directors | Date <u>1-9-14</u> |
| Joanna Wilson Typed Name of President of Board of Directors | 885-9557 Phone Number |

Annual Report
For Community Support Services Funding
Fiscal Year 2013-2014

Name of Organization: Advocates to End Domestic Violence
Program/Project: Teen Dating Violence Prevention
Amount of Funds: Received \$5,859
Contact Person: Lisa M. Lee
Mailing Address: Post Office Box 2529
City: Carson City **State:** Nevada **Zip Code:** 89702
Phone Number: 883-7654 **E-mail:** director@aedv.org
Date Submitted: January 13, 2014

1. Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses.

AEDV was awarded a \$5,859 grant to fund the Teen Dating Violence Prevention program that targets Middle School and High School students with information and awareness regarding youth intimate partner violence. The grant is effective from July 1, 2013 through June 30, 2014. The following is a mid-year accounting of expended funds and program goals.

| <u>Granted Expenditures</u> | <u>Awarded Funding</u> | <u>Expended To-Date</u> | <u>Balance</u> |
|---------------------------------|----------------------------|-----------------------------|----------------|
| Personnel | \$3,900 | \$1,950 | \$1,950 |
| Instructional Materials | 1,959 | 0 | 1,959 |
| Total | \$5,859 | \$1,950 | \$3,909 |

The first two quarters of the grant cycle involves curriculum development. Classes are presented during the remaining two quarters, as well as the purchase of program materials. The majority of CSSG funds will be expended

during the third and fourth quarters with a zero balance remaining by the end of the fiscal cycle.

2. Evaluate your achievement of the measurable outcomes listed in your application:

The goal of the program is to stop dating violence before it starts. During the teen years, young people are learning skills they need to form relationships with others. Our program promotes healthy relationships in order to prevent patterns of dating violence that can last into adulthood.

In addition to providing the program to students in a classroom setting as outlined in our grant proposal, we have been working with the Carson High School After-School Study Hall (MASH) Coordinator to provide the program this coming spring. To further promote awareness of teen dating violence, we participated in the National Night Out hosted by the Carson City Sheriff's Department in which we displayed red flags to demonstrate the differences between healthy and unhealthy relationships.

Since the program is provided directly to students during the second half of the grant cycle, measurable outcomes have not yet been performed and will not be able to be documented until the final report.

3. Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?

The Teen Dating Violence Prevention program will be presented to an estimated 700 students all of whom will be residents of Carson City.

4. What specific community benefit did your project provide Carson City?

One of the program successes has been the approval of the curriculum by the Carson City School District and the acceptance of the program as valuable by teachers and students. When we began developing the Teen Dating Violence Prevention project in 2000, AEDV was one of the few programs in the United States to offer this type of direct service. We were challenged to find materials for teenagers, in fact, we originally had to develop many of the handouts and worksheets in-house. As national awareness of teen dating violence increased, resources were developed that allowed our original curriculum to evolve and expand. Due to our long track record of providing this program, we have been approached by other schools interested in our program and how we are able to fund and implement it. AEDV is proud to have been at the forefront of teen dating

violence prevention and believes that it has resulted in changing the path of many lives.

AEDV has partnered with Nevada Network Against Domestic Violence and Carson Tahoe Health to bring the "Teen Relationship Abuse: A Public Health Priority Workshop" to Carson City. The workshop is designed to increase healthcare providers' knowledge and understanding of teen relationship abuse. Participants will explore ways to improve services and increase the safety of their patients by learning how to conduct an assessment, intervene, document, and provide appropriate referrals and resources.

By providing information and awareness on issues of intimate partner violence, the program aids to reduce future incidents of domestic violence in our community, thus increasing the "health, safety and security of the community".

5. Will this program/project be reoccurring? How do you anticipate funding the project in the future?

AEDV has established fundraising events and a thrift shop that provide revenue toward services for survivors of domestic violence and sexual assault as well as matching funds required by grant sources. Partnership Carson City funding will ensure the continuation of the Teen Dating Violence Prevention program, without which, AEDV would not be able to provide the program.

6. Describe any challenges that impacted your program.

Operating a non-profit agency is financially challenging in the best of economic times, but during the past four years it has been even more difficult. In an environment where there are many worthy causes and social needs, it is a challenge to find and secure funding for a program that increases teen awareness of dating violence in order to avoid future abusive relationships. AEDV strongly believes in the value of this program and will continue to strive to ensure that it remains available to area teens.



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 9 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: Big Brothers Big Sisters of Northern Nevada
2. Agency Mailing Address: 745 West Moana Lane, Suite 200 Reno, NV 89509
3. Project Name: Carson City Mentor Program
4. Project Address/location: Mentoring activities take place in Carson City
5. Agency Director: Liza Maupin
6. Board Chairperson: Richard James
7. Contact person: Wendy Firestone
Phone number: 775 - 352 - 3202 E-Mail: wfirestone@bbbsnn.org
Fax: 775-322-8898 Website (if applicable) www.bbbsnn.org
8. How long has your organization been in existence? 9 years In Carson City? 9 years
9. What is the overall mission of your organization?
Our mission is to provide children facing adversity with strong and enduring, professionally supported one-to-one mentor relationships that change their lives for the better, forever.
10. TOTAL FUNDING REQUESTED: \$20,000

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

We recruit local adult volunteers to provide at least one hour per week or more of time in a caring and supportive mentor relationship (a "match") with a child; simple acts of friendship help increase a child's self-esteem, social behaviors, academic skills, and allow a child to envision a brighter future.

I. PROJECT ELIGIBILITY

A. Check all statements that describe HOW this project meets one of Carson City's goals:

- ☒ A Safe and Secure Community
- ☐ A Healthy Community
- ☒ An Active and Engaged Community
- ☐ A Clean and Healthy Environment
- ☐ A Vibrant, Diverse and Sustainable Economy
- ☐ A Community Rich in History, Culture and the Arts
- ☒ A Community Dedicated to Excellence in Education
- ☒ A Physically and Socially Connected Community
- ☐ A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

This project is an expansion of our on-going Carson City Mentor Program. This funding will assist us in supporting 25 current matches and 25 new matches. Funding allows us to recruit caring stable adults who are able to commit to meeting weekly with a child for a minimum of 12 months. Each potential new Big (adult mentors) are carefully screened through personal reference checks, a home assessment, DMV record review, fingerprinting, law enforcement background checks and a child abuse/sex offender registry check. An extensive personal interview is conducted by a trained professional, and then before being matched with a Little (a youth being mentored) Bigs must attend a training to learn proven methods in building strong relationships with their Little, to review important child safety standards and become familiar with program rules. To ensure on-going success of the match and the safety of the child, our professional staff monitor matches closely, providing coaching for our Bigs when needed, and ensure the matches are thriving through frequent contact with both Bigs and Littles and the Little's parents/guardians.

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

Big Brothers Big Sisters' (BBBS) mentoring program is scientifically supported as a valid method for creating positive, community-wide change for disadvantaged youth. Last year, youth participating in BBBSNN's mentoring program demonstrated significant positive outcomes, particularly in educational outcomes. For example, 84% of children

maintained or improved their scholastic competence; 75% of children maintained or improved their grades; and 75% of age-eligible Littles completed high school (A Community Dedicated to Excellence in Education). But our mentor programs support the whole child. Other positive outcomes include: 60% of Littles improved their feelings of social acceptance (A Physically and Socially Connected Community); 91% of youth maintained or improved their attitudes toward risky behavior (A Safe and Secure Community); 84% maintained or improved their trust in their parents; and nearly 100% felt they had a special adult in their life (An Active and Engaged Community).

3. Describe who will benefit from the proposed project.
Big Brothers Big Sisters works exclusively with at-risk youth who qualify for a Free or Reduced Lunch program. While our data clearly shows how these children benefit from the mentor program, we know that children who are less likely to act out in school, create a better learning environment for all. Children who are less likely to engage in risky behaviors (smoking, drinking, using drugs) are better citizens. And long term studies* show that adults mentored as children through Big Brothers Big Sisters are more likely than peers with similar backgrounds, but who were not involved in the program, to have a four-year college degree, incomes of \$75,000 or greater and strong relationships with their spouses, children and friends.
* "Adult Little Research" conducted by Harris Interactive, March 3 – April 16, 2009.
4. How will the funds be used on this project?
Funds will be used to recruit, screen and train Bigs, enroll Littles, provide on-going support of matches with regular contact with Bigs, Littles and Little's family/guardians, as well as evaluating the efficacy of our matches by administering pre- and post-match evaluations and analyzing the data gathered through these Youth Outcome Surveys.
5. Describe how your organization plans to reduce the need for grant funding in the future:
All of our programs are free to the participating youth and volunteers. Toward that end, we aggressively pursue a diversified funding strategy to fund as many matches as possible each year. Our major revenue streams are government, corporate and foundation grants, event fundraisers, individual giving and the Donation Center, a for-profit operation.
6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.
Yes, the number of youth we serve is restricted by the funds we are able to procure. The more funding we procure, the more youth we are able to serve. Less funding simply restricts the number of youth we are able to serve.
7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?
Currently, the Boys and Girls Clubs of Western Nevada (BGCWN) host the Mentor Center in Carson City. We have spoken with Laurie Gorris, Chief Professional Officer of BGSWN who welcomes the presence of BBBS. We met with Ruth Gordon, Director of the Mentor Center and agreed that our focus will be the siblings of current Littles and developing more school-based mentor relationships, which they do not currently serve.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

50 youth (25 ongoing / 25 new matches)

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

All youth served in this program qualify for Free or Reduced Lunch. All the children served through this grant live in Carson City.

3. What is the projected **outcome** of this /project? (How will the outputs benefit the total number of people in Question 1?)

50% of youth will improve their grades; 48% of youth will improve their educational expectations; 36% of youth will improve their parental trust; and 62% of youth will improve their social acceptance.

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this project?

The Youth Outcome Survey is collected before a youth (age nine and older) is matched with a volunteer. It is collected again at the end of the school year for youth in our school-based (SB) program and every 12 months in our community based (CB) program. We refer to these two time points as the baseline and follow-up. The baseline represents the youth's well-being before they are matched with a volunteer and the follow-up represents the youth's well-being after they are matched with a volunteer for a school year (SB) or 12 months (CB). Data collected from July 1 to June 30 is evaluated and reported on in our Annual Report. For more information on Big Brothers Big Sisters' national Youth Outcome Surveys visit <http://is.gd/2013YOSReport> or request the PDF from Wendy Firestone at wfirestone@bbbsnn.org

BBBSNN also utilizes a national data tracking system, Agency Information Management (AIM), used by most BBBS agencies nation-wide. This system allows us to track all volunteers, youth served and their families. BBBSNN tracks all contacts made with our participants (volunteers, youth, families). By tracking our contacts, we can ensure that the match is progressing as intended, mentors can receive coaching, families can receive referrals as needed, and that no child safety rules are being compromised. BBBSNN employs the 100 year history of Big Brothers Big Sisters' youth mentor program, and keeping children safe from potential predators, by upholding the high standards of BBBS, tracking our matches closely and recording data in our Agency Information Management system. Together, these systems ensure that each child receives a high quality mentor experience that can truly change their life for the better, forever.

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: Carson City Mentor Program | Funds Requested | Leveraged Funds | Total Funds |
|--|------------------------|------------------------|--------------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits | \$16,358 | \$24,537 | \$40,895 |
| Rent and Utilities | \$1,380 | \$2,070 | \$3,450 |
| Mortgage | n/a | n/a | n/a |
| Equipment | \$168 | \$252 | \$420 |
| Equipment Maintenance & Repair | n/a | n/a | n/a |
| Office Supplies | \$180 | \$270 | \$450 |
| Operating Supplies | n/a | n/a | n/a |
| Postage and Shipping | \$96 | \$144 | \$240 |
| Printing and Publications | \$28 | \$43 | \$71 |
| Advertising and Promotion | \$224 | \$336 | \$560 |
| Subscriptions and Dues | \$120 | \$180 | \$300 |
| Liability/Other Insurance | \$240 | \$360 | \$600 |
| Professional Fees | \$288 | \$432 | \$720 |
| Other project costs: (Specify Below) | | | |
| Background Checks | \$283 | \$425 | \$708 |
| Phone | \$180 | \$270 | \$450 |
| Travel | \$144 | \$216 | \$360 |
| Information Technology | \$311 | \$465 | \$776 |
| | | | |
| TOTALS | \$20,000 | \$30,000 | \$50,000 |

IV. PROJECT BUDGET cont.

Big Brothers Big Sisters of Northern Nevada has a diversified funding strategy and does not rely solely on any one funding stream. For the 2013-2014 fiscal year, our agency's strategic plan focuses on varied funding streams including individual gifts, corporate gifts, grants, special and third party events, and our donation center to fund our programs.

Leveraged funds for this program include a \$10,000 corporate gift from Harley-Davidson Financial Services, which is focused on funding matches in and around Carson City. The remainder will come from our general fundraising efforts that include:

- Individual Gifts - Giving from individuals accounted for over \$72,000 of our revenue in 2012/2013.
- Private Grants - Giving from private and corporate foundations and corporate gifts accounted for over \$333,000 of our revenue.
- Federal Grants - We have pursued federal and state foundation sources with human services/youth activities funding priorities. Last year we received \$257,838 in federal grants.
- Special and Third Party Events - We hold two major special events each year, our spring Gala and a fall fundraising event, as well as several smaller fundraisers throughout the year. In 2012-2013 we raised over \$264,000 from these events.
- Donation Center - We run a Donation Center for gently used clothing and household items. Savers purchases the used goods for re-sale in their stores. This revenue source generated over \$409,000 in total revenue in the 2012/2013 fiscal year.

Just \$1,000, less than \$20 a week, covers the cost of a match between an at-risk youth and a caring, stable adult for one year. This covers the cost of recruiting, screening and training Bigs, enrolling Littles and providing family consultations, and providing on-going contact with Bigs, Littles and their families to ensure Bigs receive the coaching they need to be successful, Littles are safe (child safety is our number one priority) and families receive the support and referrals they need. The funding also covers the cost of collecting, aggregating and reporting on the Youth Outcome Surveys, as well as data collected in our Agency Information Management system.

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Wendy Firestone: wk 775.352.3202 cell: 774.722.9498 wfiretone@bbbsnn.org

2. The person directly responsible for on-site supervision of the project, such as a project manager:

Karrie Craig Program Director 775.352.3202 kcraig@bbbsnn.org

3. The person responsible for the financial management of the project, including preparation, review, and approval of reimbursement requests:

Karrie Craig Program Director 775.352.3202 kcraig@bbbsnn.org

Wendy Firestone: wk 775.352.3202 cell: 774.722.9498 wfiretone@bbbsnn.org

4. Please list the name, address, phone number, and e-mail of the person responsible for tracking the performance on this project.

Karrie Craig Program Director

745 West Moana Lane, Suite 200, Reno, NV 90509

775.352.3202 kcraig@bbbsnn.org

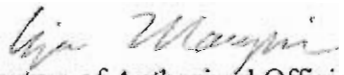
VI. AGENCY INFORMATION

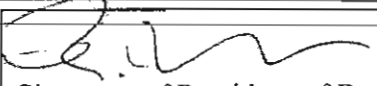
1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

| | |
|---------------------------|----------------|
| Date of incorporation | March 22, 2005 |
| Date of IRS certification | June 2005 |
| Tax exempt number | 32-0147198 |

2. DUNS Number: 602546496
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>
3. Attach the following to each copy of the Proposal for Funding:
 - a. IRS Tax Exempt "501(c)(3)" letter.
 - b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
 - c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
 - d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
 - e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.
4. Required Certification (see instructions):

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|------------------------------|
|  Signature of Authorized Official | Date 1-15-2014 |
| LIZA MAUPIN CEO Typed Name and Title of Authorized Official | 775 352 3202 Phone Number |

| | |
|---|------------------------------|
|  Signature of President of Board of Directors | Date 1-14-14 |
| Richard James Typed Name of President of Board of Directors | 775-250-6844 Phone Number |



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 2 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: Boys & Girls Clubs of Western Nevada
2. Agency Mailing Address: 1870 Russell Way, Carson City Nevada 89706
3. Project Name: Teen Center Educational Programs
4. Project Address/location: 1870 Russell Way, Carson City, Nevada 89706
5. Agency Director: Laurie Gorris, Chief Professional Officer
6. Board Chairperson: Dr. Joseph McEllistrem, Chief Volunteer Officer
7. Contact person: Diane McCoy, Director of Operations
Phone number: 775 882-8820 E-Mail: dianem@bgcwn.org
Fax: 775 882-0250 Website (if applicable) www.bgcwn.org
8. How long has your organization been in existence? 20 years In Carson City? 20 years
9. What is the overall mission of your organization?
To inspire and enable all young people, especially those who need us the most, to realize their full potential as
productive, responsible and caring individuals.
10. TOTAL FUNDING REQUESTED: \$19,389.00

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

The Boys & Girls Clubs of Western Nevada (BGCWN) provides daily after school programming for teens and middle school aged youth.
Club members have the choice of participating in the teen center, homework room (power hour), arts and crafts, tech lab,
and sports and fitness programs. They are provided with a safe and positive place to be after school.

I. PROJECT ELIGIBILITY

A. Check all statements that describe HOW this project meets one of Carson City's goals:

- ☒ A Safe and Secure Community
- ☒ A Healthy Community
- ☒ An Active and Engaged Community
- ☒ A Clean and Healthy Environment
- ☐ A Vibrant, Diverse and Sustainable Economy
- ☐ A Community Rich in History, Culture and the Arts
- ☒ A Community Dedicated to Excellence in Education
- ☒ A Physically and Socially Connected Community
- ☒ A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

BGCWN is requesting the funding to assure the continuation of the programs we have been offering to our members for the last thirteen years. BGCWN offers teens what they need and want the most: a place to call their own, with adults who respect and listen to them; a safe environment where they can have fun and be themselves; and interesting, constructive activities that channel youthful energy into challenging pursuits. A youth development strategy that fosters a sense of belonging, competence, usefulness and influence underlies all Boys & Girls Club programs and builds self-confidence and self-esteem. BGCWN has expanded our teen programming into Carson High School this year. We are providing educational services to an additional 110 high school students daily. For the last twenty years, BGCWN has been in the forefront of youth development, working with teen/middle school aged youth from all segments of Carson City, with a special effort to reach those from disadvantaged economic, social and family circumstances. We actively seek to enrich the lives of youth of our community. BGCWN is dedicated to ensuring that our community's youth have greater access to quality programs and services that will enhance their lives and shape their futures. Today (January 10th), more than 1,166 boys and girls are current members of the BGCWN. Of that number 581 are youth between the ages of 11 -18. The proposed programs will target this age group. We will track and measure the members participating in the following: SEE ATTACHMENT 1

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

BGCWN membership is primarily a low-income population: We are able to track our members family income at time of registration each year. "Kid Trax" is the software program we use daily to track our members attendance and demographics. 80% of our member's families annual household income is \$49,999 or below. BGCWN has made homework (Power Hour) program mandatory daily. At the Club all members complete one hour of education programming each day.

We also had twenty five members participate in our Jr. Staff program as paid employees during the summer break. Furthermore we had six teens graduate from high school, three went on to college and one joined the military.

3. Describe who will benefit from the proposed project.
BGCWN teen and middle school members (581) will benefit from the programs. Members will have a dedicated teen/middle school program director to ensure the delivery of the proposed programs at BGCWN. Members will be required to participate in all programs at the Club including prevention classes, educational, sports, fitness and nutrition programs and other programs as well.
4. How will the funds be used on this project?
Funding will be used to cover portions of the following salaries; Teen/Middle School Director, Homework Room Director and Program Director positions, as well as program supplies, incentives, office supplies, field trips, job shadowing and visits to local business in our community.
5. Describe how your organization plans to reduce the need for grant funding in the future:
BGCWN Board of Directors is committed to ensuring the long-term viability of our teen/middle school aged programming. Teen/middle school members are charged a nominal \$30 dollars a year membership fee. The teen/middle school programs will never be fully self-sustaining. However the Board relies on foundation, individual and corporate support and community support.
6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.
BGCWN will have to make budget and programming adjustment to cover the cost of cuts not funded, as mentioned above. The Board of Directors is committed to providing this very valuable program to our members and our community.
7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?
BGCWN is not aware of any other agencies providing these services to our community. BGCWN has expanded our programs into Carson High School during the lunch break and before and after school hours as well Monday - Thursday.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

Families alone, especially single-parent households (60% of our members are in single-parent households), are not meeting the needs of the young adolescents. For developmental reasons, teen/middle school aged youth need to become more involved outside the home to learn from adults other than their parents, master new skills, and try out adult roles. The importance of adult role models to the development of young teens is well documented in research literature (An Outcome Evaluation of Across Ages: An Intergenerational Mentoring Approach to Drug Prevention, The Center of Intergenerational Learning, Temple University 1996). SEE ATTACHMENT 2

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

According to our Kid Trax program 34% of our members families make \$0-9,999 a year, 13% make \$10,000-19,999 a year, 15% make \$20,000-29,999 a year, 10% make \$30,000-39,999 a year, 9% make \$40,000-49,999 a year and 19% make \$50,000 and above a year. BGCWN membership as of January 10, 2014 is 1,166 youth. Of this number 581 are youth in the targeted age group of 11 -18 years for this funding request. BGCWN teen/middle school membership is 581 of this number of members 98% are Carson City residents.

3. What is the projected **outcome** of this /project? (How will the outputs benefit the total number of people in Question 1?)

The outcome process is divided into two phases; process and outcome. The process phase documents what activities are implemented and who participates in those activities. The outcome evaluations test behavioral changes made due to the program. The following are a few of the testimonies for our members: SEE ATTACHMENT 3

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this project?

The evaluations outcome process answers the following questions: who attended the program, what activities did they participate in? BGCWN will track the following: rosters will be kept documenting attendance and the activities members participated in. Goal setting forms will be placed in each members folder with successes and challenges noted. Pre-post test will be used to determine participants improvements and changes. Community service hours will be tracked. The Directors will document incremental changes in the behavior of participants. These notes will be summarized as a qualitative support for the numeric and self-reported data.

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: | Funds Requested | Leveraged Funds | Total Funds |
|--------------------------------------|-----------------|-----------------|---------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits | 18,941 | 17,730 | 36,671 |
| Rent and Utilities | | | |
| Mortgage | | | |
| Equipment | | | |
| Equipment Maintenance & Repair | | | |
| Office Supplies | | | |
| Operating Supplies | 448 | 1,659 | 2,107 |
| Postage and Shipping | | | |
| Printing and Publications | | | |
| Advertising and Promotion | | | |
| Subscriptions and Dues | | | |
| Liability/Other Insurance | | | |
| Professional Fees | | | |
| Other project costs: (Specify Below) | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTALS | 19,389 | 19,389 | 38,778 |
| TOTALS | | | |

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Laurie Gorris, Chief Professional Officer

Diane McCoy, Director of Operations

2. The person directly responsible for on-site supervision of the project, such as a project manager:

Daniel Dilegame, Teen/Middle School Room Director

3. The person responsible for the financial management of the project, including preparation, review, and approval of reimbursement requests:

Laurie Gorris, Chief Professional Officer

Diane McCoy, Director of Operations

Wayne Nelson, I. S. Manager

Marci Harrell, Administrative Assistant

4. Please list the name, address, phone number, and e-mail of the person responsible for tracking the performance on this project.

Daniel Dilegame, daniel@bgcwn.org and Diane McCoy, dianem@bgcwn.org. The address for both is 1870 Russell Way, Carson City, Nevada 89706 and the phone number is 775 882-8820.

VI. AGENCY INFORMATION

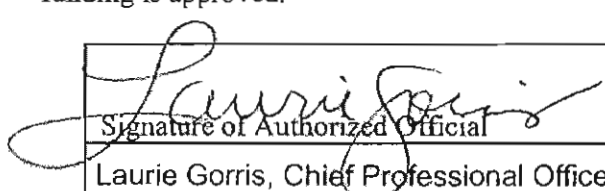
1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

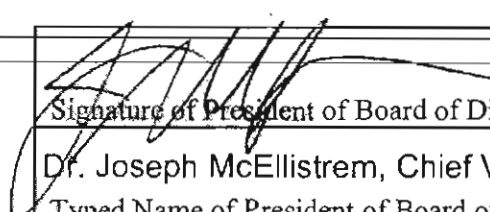
| | |
|---------------------------|------------|
| Date of incorporation | March 1991 |
| Date of IRS certification | April 1992 |
| Tax exempt number | 88-0269139 |

2. DUNS Number: **797910460**
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>

3. Attach the following to each copy of the Proposal for Funding:
 - a. IRS Tax Exempt "501(c)(3)" letter.
 - b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
 - c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
 - d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
 - e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.
4. Required Certification (see instructions):

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|------------------|
|  | January 14, 2014 |
| Signature of Authorized Official | Date |
| Laurie Gorris, Chief Professional Officer | 775 882-8820 |
| Typed Name and Title of Authorized Official | Phone Number |

| | |
|---|------------------|
|  | January 14, 2014 |
| Signature of President of Board of Directors | Date |
| Dr. Joseph McEllistrem, Chief Volunteer Officer | 775 883-6694 |
| Typed Name of President of Board of Directors | Phone Number |

ATTACHMENT #1

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QUESTION #1 Project Description

Goals For Graduation for members aged 11 - 18:

This program features five major components:

- Focus member's attention on setting goals. This component is designed to capture members aged 11 - 18 attention with a variety of techniques to generate enthusiasm and interest for participation in the Goals for Graduation program. Including an exciting first meeting to kick off the program where members take the confidence boosting "I Can Achieve" pledge.
- Set goals for academic success. Goal setting is practiced in a three-step process with increasing personal responsibility. The long-term goals are broken down into manageable steps that can be accomplished on a daily or weekly basis.
- Support and encourage achievement. To contribute to the success of each participant, BGCWN staff provides daily homework support and supplemental educational activities that enhance goal achievement.
- Helps member's relate goal setting success to other areas of their lives. Staff assists teens in bridging their goal setting experiences with other areas of their lives. They are asked to share what they accomplished as a result of the goal-setting program. Staff asks the teens if they understand how this success is helpful in other aspects of their lives. Participants are asked if they would like to hear an outside perspective on how their goal achievement has helped them. Once the discussion is completed, participants are presented with an incentive that is linked to their goal setting success that is called "A's for Awards".
- Assist member's to develop a personal commitment to learning. As members become more successful, staff move them away from dependence on rewards and towards intrinsic satisfaction from the learning experiences. Members are encouraged to set educational goals each day and celebrate the success of achieving each goal.

Youth participating in "Goals for Graduation" can expect the following benefits:

- Securing the required knowledge and ability to set goals
- Participating in successful goal-setting experiences
- Developing good habits to apply to studying or completing homework assignments.
- Understanding how academic goal setting impacts future aspirations
- Confidence in their ability to succeed
- Improved self-esteem
- Improved grades
- Improved social behavior
- Engaging in a continual cycle of setting and attaining goals
- Acquiring a lifelong commitment to learning

Career Development/Junior Staff Program/Leaders in Training:

BGCWN implement the Career Development/Jr. Staff Program to assist members aged 13 to 18 years in exploring a career in youth or human services. This program provides youth

ATTACHMENT #1

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with the opportunity to participate in a comprehensive career/volunteer development program consisting of leadership and service activities. It also provides youth with the essential support to prepare them for future employment opportunities. The program components are as follows:

- Geared for members aged 13 to 18. This small-group program gives members the opportunity to explore personal strengths, needs and interests and looks at how they correlate with a career choice.
- Participants must complete 64 hours of volunteer service within at least four different areas of the Club.
- Learn the 10 basic aspects of a Boys & Girls Club, and work in each area and level of our organization.

These three components help to set the foundation for the segments that follow:

- Club Service geared, for teens aged 13 -18. This program gives members the opportunity to earn financial help for post-secondary education while serving their community.
- Leaders in Training, gives members aged 13 to 18 the chance to gain work, and community service experience while learning the personal skills related to employment: training in leadership, responsibilities in work situations, how to conduct oneself at work and the importance of proper work ethic.

Program benefits as a result of taking part in the program:

- Develop and strengthen leadership skills
- Being seen as positive role models and respected by peers, family, school personnel, and community and Club staff.
- Introduced to a career in Human Services or Boys & Girls Clubs professions.
- A sense of pride in their responsibilities.
- Learn how to set goals and maintain direction.
- Learn important decision-making skills to prepare and plan for their future.
- A limited number of teens that complete the program are hired as "Jr. Staff" and paid minimum wage.

Typically, participation in this program leads to improved attendance and better grades in school, improved work habits, increased involvement in community affairs, improved self-image and greater self-confidence. Although relationships with parents and families remain fundamental, the Teen Director advisor can have a powerful and positive influence on the lives of young participants by providing additional continuity, direction, support and guidance. Our Teen Director will be appointed and trained to be the Career Development/Junior Staff Advisor and the will also be responsible to run the Goals for Graduation program.

The Boys & Girls Clubs unique system of informal guidance and ongoing relationships between teens and caring adults are critical to helping our teens, stay on the right path, as well as to help those who have strayed from the right path to find their way back. Sustained, positive relationships with caring staff help build strong connections between youth and their community. One of the most important protective factors in preventing a number of the high-risk behaviors is to have teens participate in afterschool activities, supervised by supportive adults. This leads to better grades and better behavior in teens. With transportation provided by the Club and Carson City School District, there leaves few, if any, barriers to accessing all the Club's programs and facility usage.

ATTACHMENT #1

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Staffing is a key component for a successful Teen program. Our Teen Center Director serves as a role model, mentor and friend to an average of 50 teens/middle school members a day and over 581 each year. We know that activities alone do not attract and keep teens coming to the Teen Center or prevent youth from engaging in risky behavior-positive, caring staff do.

Unemployment is one of the biggest challenges facing our nation today. In the face of a sluggish economy, workers are daily seeing their hours cut or being laid off completely. While much is made in the media about the record-setting adult unemployment rates, the teen unemployment rate is an often overlooked, but very important, statistic. According to the Labor Department, the number of young Americans (ages 16 -24) without a job is at a post-World War II high. Young workers represent about an eighth of the workforce, but account for a quarter of America's unemployed.

Nevada's overall unemployment rate remains the high 9.0% as of November of 2013, and the youth unemployment rate reflects the overall rate. A lack of a job during one's teen years can have a lasting impact. According to the Washington Post, "Millions of (young) Americans are staring at the likelihood that their lifetime earning potential will be diminished and, combined with the predicted slow economic recovery, their transition into productive members of society could be put on hold for an extended period of time." Unfortunately for many teens, it's not a lack of desire or effort to find a job, but a high level of competitiveness for the few available positions. With so many adults out of work, the field is tough, and a teen with little or no work experience doesn't stand much of a chance against adults with long work histories.

ATTACHMENT #2

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Question #1 Project Measurement

Although relationships with parents and families remain fundamental, our Teen/Middle School Center Director can have a powerful and positive influence on the lives of youth participants by providing additional continuity, direction, support and guidance. Our Teen Center Director will fill this gap.

We will fulfill the City's Goals by providing teens with:

- A Safe and Secure Community
- A Healthy Community
- An Active and Engaged Community
- A Community Dedicated to Excellence in Education
- A Community Where Information is Available to All

Teens participating in "Goals for Graduation" and "Junior Staff/Career Launch" can expect the following benefits:

- Securing the required knowledge and ability to set goals
 - Participating in successful goal-setting experiences
 - Developing good habits to apply to studying and completing homework assignments
 - Understanding how academic goal setting impacts futures aspirations
 - Improved attitude toward learning
 - Improved grades
 - Improved social behavior
 - Acquiring a lifelong commitment to learning
-
-

ATTACHMENT #3

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QUESTION #3 Project Measurements

Alexis, 16 has expressed that the “Leaders in Training” program has helped him overcome the social anxiety he felt as a new member of the Club. “I made friends and it makes me feel good to be able to help my brother and the younger Club members while I’m volunteering in the Homework Room.”

Kaitlynn, 17 used the skills and experience she acquired as a member of the Jr. Staff Program to apply for and land an after-school job at a local business. “I never would have been ready for the responsibilities of a real job with having been a Jr. Staff first.”

Alyssa, 16 gained a sense of responsibility and improved her organizational skills through her participation in the Jr. Staff Program. Besides being a productive and positive way to spend her summer, this program instilled her with the skills and attitude she now uses to juggle extra classes at school and a new part-time job. She is currently on a path to earn her diploma a year early.

Annual Report

For Community Support Services Funding

Fiscal Year 2013-2014

Name of Organization: Boys & Girls Clubs of Western Nevada

Program/Project: Teen Center Programs

Amount of Funds Received 9,694.50

Contact Person: Diane McCoy, Interim Chief Professional Officer

Mailing Address: 1870 Russell Way

City: Carson City State: Nevada Zip Code: 89706

Phone Number: 775 882-8820 E-mail: dianem@bgcwn.org

Date Submitted: January 14, 2014

1. Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses.
2. Evaluate your achievement of the measurable outcomes listed in your application:

| OBJECTIVES | OUTCOMES |
|--|---|
| Goals for Graduation Program: Enables members to take part in scheduled homework time and assistance that gives them the knowledge of academic goal setting, while linking their future aspirations with concrete actions of today | Members/participants will provide copies of their school report cards to our Teen Director. We will be able to measure improvement and areas that need additional support, as well as provide the support and materials needed. We will also track how many members attend which classes. |
| Career Launch/Leaders in Training/Junior Staff Programs: Members will develop skills essential for workforce success. They will learn interview skills, simple codes of conduct, a good work ethic, what it takes to succeed, how to dress, and how to prepare for employment. Members will also learn the inner workings of our Club facility, volunteer their hours (up to 64), and be a paid employee of the Club. | We will utilize intake forms, outtake forms, employee evaluations, weekly meetings, program reports, job placement, schedules, report cards, department evaluations, and overall communication to measure the effectiveness of the 3 programs. |

Goals for Graduation; has been a wildly successful program at The Boys & Girls Clubs of Western Nevada. By tracking student grades not only on a quarterly basis (through report cards), but also daily through Powerschool, staff have been able to intervene on academic progress on a member-by-member basis. Goals for Graduation has grown over the past year by near seamlessly integrating it into a daily Power Hour enrichment program. This partnership between the Teen Director and the Homework Room Director provides student's additional support and ample resources to excel in academic areas that were previously difficult. Students are rewarded for good grades on a quarterly basis, and have self-reported a sense of growing confidence in this area. We have effectively met and exceeded our chosen outcomes for this objective.

The Boys & Girls Clubs of Western Nevada ran a very successful Junior Staff/Leaders in Training/Career Launch program over the past year. Members of these programs have met weekly to build career, leadership, and decision making skills. They have participated in regional conferences and retreats with other Club members, and they have each reported a dramatic increase in self-confidence, academic and social competence, and understanding of work-related responsibility. Within the past year, over seventy five members have benefited from the Leaders in Training (LIT) program. This summer, the group of LITs volunteered a total of 1,206 hours in scheduled program areas throughout the Club and community. They practiced proper communication with staff and Club members, were responsible for completion of tasks and time management, and successfully filled in daily time sheets. During weekly meetings, they discussed the level of commitment required for success in academic and career related ventures. The Junior Staff program is considered the most successful Teen Program at The Club. Twenty-five members benefited from this program. Junior Staff are responsible for assisting in coordinating essential daily Club functions, they plan and run recreational activities, and they are required to maintain a high level of professionalism including attending weekly meetings, arriving on time, mentoring younger members, and achieving high grades in school. Career Launch has been an important piece of ensuring the future success of Junior Staff participants; members used this program to build resumes, search college opportunities, and to take interest surveys. Teens completed 80 hours of volunteer training within The Club, prepared a resume, and were required to pass a formal interview in order to be accepted into the Junior Staff Program. These teens completed pre and post evaluations for the program as well as for the monthly training activities. Each reported an increase in self-esteem, connection with positive adult role models, goals for the future, career competence, and sense of preparation for post-secondary careers and education. The outcomes for Career Launch/Junior Staff/LIT have been met for this objective.

3. Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?

Approximately 400 local teen/middle members benefited from these programs. A vast majority of the participants are Carson City residents with only eight members attending from the surrounding communities. Kaitlyn, 17, Alyssa, 16, and Alicia, 17 have participated in all three programs throughout the past year. They were able to leverage the skills and experience they gained from these programs to attain jobs at local businesses. Kaitlyn explained, "Without Junior Staff, I would never have felt like I could get a job as a teenager. I was always afraid that I would get overlooked for an older person. I learned that I am great at organizing things, and this helped me a lot in my interview for my job." The LIT participants were benefited by a large Nevada Appeal article this summer. These participants were able to spend the summer hours giving back to the community while gaining job skills in a positive and productive environment

when many of their peers were making risky choices instead. These participants reported an increase in knowledge of the dangers associated with drugs and alcohol and an increase in their confidence to make the right decision regarding these substances in the future.

4. What specific community benefit did your project provide Carson City?

Nevada's unemployment rate for teenagers aged 16-19 is 25.6%. In light of this bleak statistic, these projects benefited Carson City by equipping a large number of local youth with job skills, confidence, and training to overcome this current crisis. In addition, it allowed for 25 of them to receive paid employment through The Club which assisted in several of them extending this into other part-time jobs in the community. Youth with skills, experience and knowledge are more apt to avoid risky behaviors thereby benefiting themselves and their community alike. In addition, teens who actively participated in these programs were surrounded with a positive environment whether on the clock or just having fun. Many of them also participated in community events like Cops & Kids, National Night Out, Airport Open House, Wisdom Circle, CSPAN Enrichment, The Library, and Diving into the Arts which enabled them to give back more directly to community members through face-painting, organizing games, working one-on-one with the elderly, and participating in workshops to better themselves. These programs are helping to build a strong, civic-minded workforce for the future of Carson City.

5. Will this program/project be reoccurring? How do you anticipate funding the project in the future?

These programs are consistently reoccurring at The Boys & Girls Clubs of Western Nevada. They play a vital role in the success of the Teen Center. Funding through the City is matched with funding from generous donors, other grant sources, and fundraising by the teen members. The Club will continue to seek out funding sources for these projects in the future.

6. Describe any challenges that impacted your program.

This year has been a particularly successful year for these projects. The only challenge arrived in the ability to hire more teenagers from Carson City. The need and interest in Junior Staff positions far exceeded the means available to the 25 hired. This challenge has forced us to cap the amount of Junior Staff positions available; however, with more funds we predict only positive growth for this important teen program.

10:34 AM

01/15/14

Accrual Basis

Boys & Girls Clubs of Western Nevada
Profit & Loss
 July through December 2013

| | <u>Jul - Dec 13</u> |
|---------------------------------|---------------------|
| Ordinary Income/Expense | |
| Income | |
| Government Grants | |
| 0474 - CCOY | 9,694.50 |
| Total Government Grants | <u>9,694.50</u> |
| Total Income | 9,694.50 |
| Expense | |
| Personnel Expense | |
| 0501 - Unit Director | 1,656.20 |
| 0503 - Teen Services Director | 3,062.50 |
| 0504 - Program Staff | 3,575.00 |
| 0509 - Director of Operations | 493.61 |
| 0510 - Payroll Taxes | 723.17 |
| 0511 - SIIS | 68.52 |
| Total Personnel Expense | <u>9,579.00</u> |
| Program Expenses | |
| 0575 - Program Equip & Supplies | 73.93 |
| Total Program Expenses | <u>73.93</u> |
| Total Expense | <u>9,652.93</u> |
| Net Ordinary Income | <u>41.57</u> |
| Net Income | <u><u>41.57</u></u> |



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 9 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: Mentor Center Boys & Girls Clubs of Western Nevada
2. Agency Mailing Address: 1870 Russell Way Carson City, NV 89706
3. Project/Program Name: Str8 Street/EPIC
4. Project/Program Address/location: 1870 Russell Way Carson City, NV 89706
5. Agency Director: Laurie Gorris, Chief Professional Officer
6. Board Chairperson: Dr. Joseph McEllistrem, Chief Volunteer Officer
7. Contact person: Ruth Gordon, Mentor Center Director
Phone number: 775-445-3346 or 882-8820 E-Mail: ruthg@bgcwn.org
Fax: 775 882-2050 Website (if applicable) www.bgcwn.org
8. How long has your organization been in existence? The Boys & Girls Clubs of Western Nevada (BGCWN) has been in Carson City for 20 years: The Mentor Center 13 years
In Carson City? 13 years
9. What is the overall mission of your organization?
Mentor Center Mission: To ensure that every youth has at least one caring adult in their life who supports, encourages and guides them towards their future. Boys & Girls Clubs of Western Nevada Mission: To inspire and; enable all young people, especially those who need us the most, to realize their full potential as productive, responsible and caring individuals
10. **TOTAL FUNDING REQUESTED:** \$8,500

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

The Mentor Center is one of the programs offered to the school-aged youth most in need in the Carson City area. We currently offer three styles of mentoring. We have a community based program, where the mentors and the youth, many impacted by incarceration and poverty, set

goals that are specific to the youth and meet a minimum of one hour a week. Second, we have a combined group mentoring project with students from Carson High School collaborating with WNC called (Encourage Prepare Inspire Connect) EPIC and youth involved with Carson City Juvenile Probation. Most of these youth are under-fathered or under-parented boys who need the extra guidance to complete school, turn away from drugs, violence and gang life in order to become productive members of our community. The name of the program is Str8Street. Our third mentoring style is just beginning, which is Club Based Mentoring. Mentor volunteers will come into the Club during Club hours and participate with their matched youth in activities at the Club. All three models achieve the same type of objectives.

I. PROJECT ELIGIBILITY

A. Check all statements that describe HOW this project meets one of Carson City's goals:

X A Safe & Secure Community

Through education, support, guidance and accountability, youth will understand their role in staying or becoming crime free and using that belief system to spread the example of the benefits a safe & secure community offer to all.

X A Healthy Community

Youth will participate in a variety of activities leading to their overall health. This will include healthy eating classes and opportunities for shopping and cooking as well as sports from walking to team sports. Awareness will be built on the need for healthy choice lifestyles.

X An Active and Engaged Community

By involving successful professionals in the community as mentors, both the mentee and mentor will be actively involved in Carson City on many various levels. The mentor will become more aware of our youth educational system and family life and introduce the student to areas of interest outside his/her current experience.

X A Clean & Healthy Environment

Every activity/meeting will include the proper care of the environment where the activity takes place. Youth are expected to make their own rules and then follow them in regards to how to care for the area they are using so that they leave it in the same or better condition it was upon arrival. Talk will include making this the "norm" for their daily life.

X A Vibrant, Diverse and Sustainable Economy

By teaching the youth that they are important to the community and that the choices they make will affect the whole, we will add to reaching and maintaining this goal. We will be connecting Carson City students to career advancement possibilities following successful education and/or job training. These first time graduates and higher education students will then be able to contribute to the community.

X A Community Rich in History, Culture and the Arts

Each person contributes to the fabric of a community by what they bring to it. Our youth are taught to be proud of their heritage and are expected to respect the culture of others. By exposure to the richness that the area offers, their understanding will grow.

X A Community Dedicated to Excellence in Education

We aim to promote a "culture of mentoring" in Carson City. By placing area professionals in the role of Mentor we will place the spotlight on the responsibility and importance of all of the community in graduating young people ready to contribute to society. Mentees will be supported academically, socially, and show improved attendance if needed.

X A Physically and Socially Connected Community

By bringing together youth and area professionals, we will see bridges built between generations and experience.

X A Community Where Information is Available to All

To participate in EPIC/Str8 Street one must have the desire to better themselves and guide another. Our target audience includes youth impacted by incarceration; first generation high school graduates; and first generation seekers of higher education or trade development.

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

This request is to assure the continuation of our EPIC and Str8/Str8 Street Mentoring Program that has been serving 12-17 year old students for 4 years.

Our EPIC/Str8 Street Program strives to engage under-fathered/under parented boys and girls, often without the resources to succeed, working together with trained men and women from the community. Working with an ex-gang member, we heard how his home life was not unique among young people with his background. He had an abusive drug addicted father and turned away from school and his family to join a gang. Now 31 years old, this young man worked with the Mentor Center to outline the needs of Carson City's under-fathered boys and the attraction of gang membership. EPIC/ Str8 Street is in need of funding in order to continue and to expand so it may achieve to its fullest potential.

EPIC/ STR8 Street is a home-grown project started by the BGCWN Mentor Center to address Carson City's epidemic of low-income, under-privileged and under-parented youth who turn to gangs and drug abuse, which leads them away from academic success.

In the past the community was reactive, trying to "arrest the problem away." With EPIC/Str8 Street, we have a preventative approach by giving youth a positive outlet for their energy as well as giving them the skills, support and knowledge to become productive members of the community. Once these youth become adults they will pass on what they've learned thus changing the violence they grew up in.

EPIC/Str8 Street is designed to reach a gap we have in a large high school and two large middle schools in meeting the needs of those students identified as having academic and/or vocational promise but needing the support of another caring adult to get there. We are also striving to reach the youth whose lives have not prepared them for a successful crime free and drug free future.

Men understand the needs of boys growing into men and the effect on society. On the Saturdays piloted since the formation of Str8 Street the boys and men have learned how to budget and prepare a meal, investigated career interests, hiked, visited the art museum, camped, set goals, learned basic auto maintenance, learned to scuba diving and played sports. The boys spend time "checking in" about what is happening in their life. Future activities include community service projects, CPR training, and learning to barbeque. A long term plan has been laid out, one that will hopefully become a model program for all communities. The Carson City Sherriff, the District Attorney, the Chief Juvenile Probation Officer, businesses, community organizations, and local churches all believe in this model. EPIC is designed to reach a gap we have in a large high school in meeting the needs of those students identified as having academic and/or vocational promise but needing the support of another caring adult to get there.

The mentors provide a role-model to the students who may otherwise not have the resources, encouragement, or know-how to attend college. The mentors and mentees commit time each week to discuss educational and career goals, college applications, financial aid, scholarships, and other topics related to college and success in life as a community member.

Students are indentified by Juvenile Probation Officers, school counselors, deans and teachers as benefiting by participation in EPIC/Str8 Street. Student referral forms and permission forms are completed by the parent/caregiver. Each student then signs a contract committing to the program.

Mentor volunteers complete a volunteer application with references, orientation and training, and a background check. They are asked to commit to the three and one-half years of regular weekly contact with a mentee and/or participate in the bi-weekly Saturday activities. Mentors are matched with their mentee based on interest, career and gender. Matches meet and follow prearranged meeting schedules with speakers as well as on their own.

Western Nevada College has agreed to participate with the Mentor Center in introducing the youth to the idea of higher education early in the high school career. During the Senior year, WNC operates a program called Bridge to Success which will be a strong conclusion to the students involved in EPIC.

The Mentor Center has been operating a successful mentoring program in Carson City since April 2000, the program was started by the Leadership Alumni Carson City and administered by the Boys & Girls Clubs of Western Nevada. We have demonstrated strong ties in the community, at the college and at the high school that will support the EPIC program. We will continue to support the matches with speakers, materials and activities.

-
- 2, If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

Over the past twelve years, the Mentor Center has matched 432 low-income, school-aged youth with community volunteers to act as mentors in the Carson area. Matches have lasted anywhere from the mandatory one year to a lifetime. EPIC/Str8Street has effectively been serving the 12-17 year olds in this community for three years. We have

seen a decrease in repeat offenders, a drop in truancy amongst those who have participated for at least ten months, and four students who graduated with diplomas and are attending WNC. The graduates are now part of the adult team which speaks to the success of what they experienced as participants.

3. Describe who will benefit from the proposed project.

The program is designed to serve low-income, under-fathered boys ages 12-17 at risk of drop out, gang involvement, substance use & other community detachment. The goal of our Mentoring Program is to enroll and match students that show promise but lack support and follow them through successful completion of high school and entrance into college and/or vocational education. The entire community benefits because as young people feel more connected and successful, they become productive, contributing citizens rather than a drain on the City. The first person to benefit will be the student. As a professional from the community, the mentor benefits by sharing what he/she knows. Mentors often relate how their lives are changed by the relationship. The community will benefit from this project as they see more and more students graduate and continue their education or vocational training and enter the workforce. They will also benefit from the lower number of youth involved in drug and alcohol related crime. Families of the youth involved will benefit by becoming more engaged in the life, welfare and success of their child. We all benefit from a more engaged and involved community. We would like to see this become a model of what a small community can do to combat gangs, drugs, crime and low graduation rates.

4. How will the funds be used on this project?

The funds dedicated to this program will have a ripple effect throughout the community. Through training that includes, but is not limited to, educational success, career search and life skills, the student/mentee will reach high school graduation and a vision for their future. Funds will support any special projects and additional tutoring a student might require.

- Funds will be used for background checks and training of the adult volunteer.
- Funds will support the youth completion acknowledgement as each individual reaches important markers towards their success.
- Dollars are to be used for transportation to various activities in a BGCWN van.
- Personnel funds are necessary for one BGCWN employee to coordinate the volunteers and youth, to drive the van and open the building.

5. Describe how your organization plans to reduce the need for grant funding in the future: We intend to sustain and add new students to it each year. We will always be looking for sustainability resources from a diversified field that includes individual donors and foundation grants. Many of our mentors come from the business community and have donated funds and in-kind services as appropriate or needed.

6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.

We are requesting a bare minimum of needed funds to assist in programming. We understand how difficult the economic landscape continues to be and appreciate any funding we may receive.

7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?
There is no other program in Carson City with this type of skill-driven mentoring focus that includes academic success emphasis. WNC has the Bridge to Success Program for seniors in high school to assist in college preparation and entrance. Our students will take part in Bridge to Success when they are in their Senior year.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

Total # of youth served for the fiscal year of 2014-2015: 75

Total # of adults involved: 50-75

Total number of people benefiting from these funds: 60,000

OBJECTIVE 1:

Successful completion of each grade level of school through Carson High School

Graduation and successful completion of juvenile probation requirements if so deemed.

OBJECTIVE 2:

Develop values, goals and skills with support of a trained and screened mentor or group of mentors

OBJECTIVE 3:

Preparation for higher education or career training programs. Planting the seed of higher education/training early in the school career

OBJECTIVE 4:

A more than sufficient number of volunteer community mentors wishing to participate in EPIC/Str8 Street and to share what they know.

A community dedicated to excellence in education and drug free/reduced crime youth involvement.

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

100% of the participants in our program are from low-to-moderate income. All participants are Carson City residents attending Carson City Schools.

3. What is the projected **outcome** of this /project? (How will the outputs benefit the total number of people in Question 1?)

The following outcomes will tell the story of how each participant is progressing towards their goal. This will benefit the individual by helping to keep them on track or engage resources where need be, assist the administration in assessing success and adjusting as necessary, and in the long run benefit the community as more young people are seen as successful, contributing members of the community.

OUTCOME 1:

Increased awareness of graduation and career roads open to students and the role the community plays in helping students achieve these goals, evidenced by a growing number of interested mentors. Reduced number of teen arrests. Increased positive family involvement.

OUTCOME 2:

Attendance records for school and participation in EPIC/Str8 Street; grade reports; needed progress reports for classes at risk; Juneville Probation Office reports.

OUTCOME 3:

Pre-post tests will show growth in knowledge and understanding in the areas of life skills and competency, safe behaviors and choices that affect educational and personal success, community involvement and career goals

OUTCOME 4:

Written evaluations following presentations offered throughout the school years; interviews with staff and college personnel as a student moves on

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this project?
The youth application will introduce the youth, state his/her needs, concerns and school level and give guardian permissions for staff to contact school and Juvenile officials to receive reports and share information.
Pre-Post tests will be designed to gather and access required information.
Attendance records and participation notes will be collected after every gathering as well as feedback forms from the youth and the volunteers.
Monthly contact with the guardian will be done via phone and/or email.
A file for each youth and each volunteer will be inclusive and maintained throughout the project.

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: E.P.I.C./Str8Street | Funds Requested | Leveraged Funds | Total Funds |
|--------------------------------------|-----------------|-------------------------------|---------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits | \$8,000 | \$10,891 General Operating | \$18,891 |
| Rent and Utilities | | | |
| Mortgage | | | |
| Equipment | | | |
| Equipment Maintenance & Repair | | | |
| Office Supplies | | | |
| Operating Supplies | \$500 | \$3,130 General Operating | \$3,630 |
| Postage and Shipping | | | |
| Printing and Publications | | | |
| Advertising and Promotion | | | |
| Subscriptions and Dues | | | |
| Liability/Other Insurance | | | |
| Professional Fees | | | |
| Other project costs: (Specify Below) | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTALS | \$8,500 | \$14,021 | 22,521 |

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Ruth Gordon, Mentor Center Director
775-445-3346 fax: 775-445-3160
ruthg@bgcwn.org

2. The person directly responsible for on-site supervision of the project, such as a project manager:

Ruth Gordon, Mentor Center Director
775-445-3346 fax: 775-445-3160
ruthg@bgcwn.org

3. The person responsible for the financial management of the project, including preparation, review, and approval of reimbursement requests:

Laurie Gorris, Chief Professional Officer
Diane McCoy, Director of Operations
Wayne Nelson, BGCWN, I.S. Manager
775-882-8820 fax: 775-882-0250
waynen@bgcwn.org

4. Please list the name, address, phone number, and e-mail of the person responsible for tracking the performance on this project.

Ruth Gordon, Mentor Center Director
775-445-3346 fax: 775-445-3160
ruthg@bgcwn.org
Diane McCoy, Director of Operations
775 882-8820 fax: 775 882-0250
dianem@bgcwn.org

VI. AGENCY INFORMATION

1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

| | |
|---------------------------|------------|
| Date of incorporation | March 1991 |
| Date of IRS certification | April 1992 |
| Tax exempt number | 88-0269139 |

2. DUNS Number: 797910460

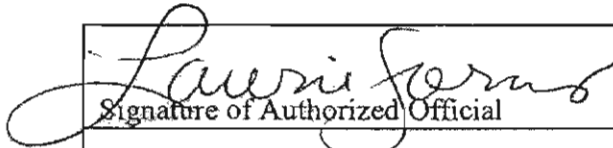
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>

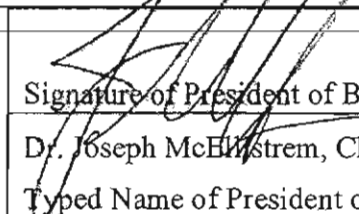
3. Attach the following to each copy of the Proposal for Funding:

- a. IRS Tax Exempt "501(c)(3)" letter.
- b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
- c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
- d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
- e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.

4. Required Certification (see instructions):

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|--------------|
|  | 1/14/2014 |
| Signature of Authorized Official | Date |
| Laurie Gorris, Chief Professional Officer | 775 882-8820 |
| Typed Name and Title of Authorized Official | Phone Number |

| | |
|---|--------------|
|  | 1/14/2014 |
| Signature of President of Board of Directors | Date |
| Dr. Joseph McElstrem, Chief Volunteer Officer | 775 883-6694 |
| Typed Name of President of Board of Directors | Phone Number |

Annual Report
For Community Support Services Funding
Fiscal Year 2013-2014

Name of Organization: Boys & Girls Clubs of Western Nevada - Mentor Center

Program/Project: EPIC/Str8Street

Amount of Funds Received \$ \$4,250

Contact Person: Ruth Gordon, Program Director

Mailing Address: 1870 Russell Way

City: Carson City State: NV Zip Code: 89706

Phone Number: 775-445-3346, 882-8820 E-mail: ruthg@bgcwn.org

Date Submitted: January 14, 2014

1. Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses. See attached Profit & Loss statement.

2. Evaluate your achievement of the measurable outcomes listed in your application:

Outcome: Successful completion of the school year and decrease in truancy and delinquency. Attendance records for school and participation in EPIC/Srt8 Street, grade reports, progress reports for classes at risk and Juvenile Probation Office reports show an improvement in 90% of youth consistently involved in the program.

Outcome: Develop values, goals and skills:

Pre and post tests showed growth in knowledge and understanding in the areas of life skills and competency, safe behaviors and choices that affect educational and personal success, community involvement and career goals and life mapping.

Outcome: Preparation for higher education or career training programs:

Students showed an increased awareness of the need for high school graduation and that they bear the responsibility of that goal. They have ongoing life maps that they adjust as various opportunities presented may spike their interest; career roads and/or higher education are a piece of the map. The role the community plays in helping students achieve these goals has been evidenced by a growing number of interested mentors. Educational success has also led to a reduced number of teen arrests and increased positive family involvement.

3. Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?
90% of our youth who started the year were obvious beneficiaries of the program. The seven adult community Mentors who volunteered as mentors benefitted equally, (some more than the youth).
4. What specific community benefit did your project provide Carson City?
A backbone of this project is the development of community involvement and pride. With that in mind and along with them becoming more successful at school and less involved in any type of criminal activity, they have taken on projects that involve the cleanup of river, parks and neighborhood clean-up. They are finding that they can choose non-violent solutions to life's pressures. They are learning to be proud of their successes which lead them to wanting more success.
5. Will this program/project be reoccurring? How do you anticipate funding the project in the future?
We are always looking at ways to sustain this program. The BGCWN relies on foundation, individual, and corporate support.
6. Describe any challenges that impacted your program.
The biggest challenge is the loss of federal funding to the Mentor Center. As a result, we are operating at only 15 hours per week. Finding adult Mentors continues to be a challenge; there is always a need for more. We continue to search for other means of support that enables us to grow the program not simply maintain it.

10:34 AM

01/15/14

Accrual Basis

Boys & Girls Clubs of Western Nevada
Profit & Loss
 July through December 2013

| | <u>Jul - Dec...</u> |
|--------------------------------|----------------------|
| Ordinary Income/Expense | |
| Income | |
| Government Grants | |
| 0474 - CCOY | 4,250.00 |
| Total Government Grants | <u>4,250.00</u> |
| Total Income | 4,250.00 |
| Expense | |
| Personnel Expense | |
| 0506 - Mentor Center Director | 3,466.32 |
| 0509 - Director of Operations | 308.49 |
| 0510 - Payroll Taxes | 310.63 |
| 0511 - SIIIS | 29.82 |
| Total Personnel Expense | <u>4,115.26</u> |
| Total Expense | 4,115.26 |
| Net Ordinary Income | <u>134.74</u> |
| Net Income | <u><u>134.74</u></u> |



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 9 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: Carson City Symphony Association
2. Agency Mailing Address: P.O. Box 2001, Carson City, NV 89702-2001
3. Project Name: Strings in the Schools
4. Project Address/location: Multiple locations (primarily Carson City public schools)
5. Agency Director: Elinor Bugli
6. Board Chairperson: Elinor Bugli
7. Contact person: Elinor Bugli
Phone number: 775-883-4154 E-Mail: ehbugli@aol.com
Fax: 775-883-4371 Website (if applicable) http://CCSymphony.com
8. How long has your organization been in existence? 30 years In Carson City? 30 years
9. What is the overall mission of your organization?

Our mission is to (1) enhance the quality of life in northern Nevada by providing creative, educational, and social opportunities for amateur and volunteer professional instrumentalists and vocalists of all ages; (2) educate and entertain a broad and diverse audience, including residents, visitors, and tourists; (3) enhance music education for the K-12 student population and adults; and (4) expand our reputation for adventurous programming by playing music by contemporary composers and featuring non-traditional solo instruments.

10. TOTAL FUNDING REQUESTED: \$7,100

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

We are requesting support for Carson City Symphony's Youth Education programs, including:

- ***Strings in the Schools*** (After-school string education, Sept.-June) - Tuition-free beginning violin instruction for interested students in grades 2-5; beginning cello instruction for select students in grades 5; intermediate and advanced string ensembles for students in grades 2 to 12. Program features weekly sessions at four schools or other locations, four or more concerts, and a workshop. (See Attachments 6 and 7, sample programs.)
- ***Strings in the Summer*** (Six weeks in summer) - Tuition-free fiddle and orchestra classes for northern Nevada string students of all ages, including adults. Features weekly sessions at three experience levels and an end-of-season public concert.
- ***Secondary School Strings*** (In-school orchestras, Sept.-June) - Program in cooperation with the Carson City School District. The school music specialists teach credited elective orchestras at Carson and Eagle Valley Middle Schools and Carson High School. We provide assistance to the instructors and instruments (violin, viola, cello, and bass) for students who cannot afford to rent or purchase their own.

I. PROJECT ELIGIBILITY

- A. Check all statements that describe **HOW** this project meets one of Carson City's goals:

- ☐ A Safe and Secure Community
- ☐ A Healthy Community
- ☒ An Active and Engaged Community
- ☐ A Clean and Healthy Environment
- ☐ A Vibrant, Diverse and Sustainable Economy
- ☒ A Community Rich in History, Culture and the Arts
- ☒ A Community Dedicated to Excellence in Education
- ☐ A Physically and Socially Connected Community
- ☐ A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

Carson City Symphony Association's services help the city reach its goals of providing an active and engaged community, rich in culture and the arts, and dedicated to excellence in education. The program is ongoing and growing. In the coming year, we propose to:

- enhance the quality of life in Carson City by providing creative, educational, and social opportunities for our youth, measured by numbers participating.
- continue free tuition, which encourages attendance by students and sibling groups from low/moderate income families.
- continue the Strings in the Schools partnership with Carson City Schools to assist in-school, for-credit, string orchestras at Carson and Eagle Valley Middle Schools and Carson High.
- have experienced instructors direct the program, teach lower-level, after-school, and summer classes, and assist classroom music specialists in teaching and directing the Middle School and High School orchestras.
- increase opportunities for beginning cello instruction at the elementary-school level.
- provide four or more performance opportunities throughout the year.
- bring in guest artists and groups to lead workshops and master classes for the students.

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

Our program, now in its ninth year, draws students from the entire city, including public-, private-, and home-schooled students, grades 2-12. It makes string education available and affordable for all, and an integral component of music education in schools. To serve low/moderate income families, we keep our program tuition free and provide instruments to about 70 students who cannot afford to purchase or rent instruments. More than a third of Carson City students are eligible for free/reduced price lunch, and half our beginning violin students attend Empire Elementary School, where more than 3/4 of students qualify for free/reduced lunch. Evidence of success is that students who began the program years ago now participate in middle- and high-school orchestras, continuing to reap the academic, creative, and social benefits of music education.

3. Describe who will benefit from the proposed project.

All Carson City students who have interest, aptitude, or curiosity about string instruments will benefit—more than 150 students receive instruction each year. Benefits go beyond music education into realms of academic and social achievements. The population that attends student concerts and recitals (about 300 per concert) will benefit directly, and the entire population of about 55,000 city residents potentially benefits from the enhanced artistic and cultural environment created by having a string program and youth orchestras available in the Capital City.

4. How will the funds be used on this project?

The funds will help cover fees for string program instructors and assistants; guest musicians/workshop leaders; fees for videographers and technicians; equipment and supplies, including student instruments; marketing the program; and insurance; and will be leveraged as matching funds for State, corporate, and foundation grants and private donations.

5. Describe how your organization plans to reduce the need for grant funding in the future:

In future years, we plan to fund the program through increased private contributions, corporate donations, and grants from foundations and State and federal programs.

6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.

We are committed to continue the program with whatever funds are available. However, the program is still growing and we have a waiting list for beginning classes each year. Only the instructors and guest artists are paid - administrative staff members are volunteers. Therefore, less funding would likely result in fewer students served.

7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?

No other agencies offer the same services. The Carson Valley Violin School in Douglas County has a string ensemble for its advanced private students, but no summer program, and no group lessons. The Reno Philharmonic has youth orchestras open to area students, but they are primarily for high-school students who have had extensive previous instruction, and are filled by auditions. Our Strings in the Summer program is open to any string player who would like to participate, including members of other organizations, and it offers all string students an opportunity to continue their education during the summer months.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

Strings in the Schools (after-school program) - total 121 students served

| | |
|-------------------------------|--------------------------|
| Beginning violin | 40 students, grades 2-5 |
| Beginning cello | 6 students, grade 5 |
| String Ensemble, intermediate | 40 students, grades 3-12 |
| STRAZZ, advanced | 35 students, grades 6-12 |

Strings in the Summer (three groups) - total 70 students served, all ages

Secondary School Strings (in-school orchestras) - total 105 students served

| | |
|----------------------------|-------------|
| Carson Middle School | 40 students |
| Eagle Valley Middle School | 25 students |
| Carson High School | 40 students |

Note: Participation in the three components of our Youth education programs overlap. During the 2013-14 school year, 178 unique individuals were involved, and we anticipate an increase in 2014-15.

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

We estimate that more than half the students served are from low-to-moderate income families. All students in the after-school and in-school classes are Carson City residents; 90% of the summer students are Carson City residents.

3. What is the projected **outcome** of this /project? (How will the outputs benefit the total number of people in Question 1?)

Strings in the Schools - total 121

Beginners will learn note reading, scales, simple tunes, and the mechanics of playing their instruments. They will participate in two or more public performances.

String Ensemble students will develop proficiency in playing slurs and hooked bowings, simple double stops, 16th-note rhythms, c and f naturals, and identifying notes on the g string. They will learn classical, folk, jazz, and other music styles, and participate in two or more public performances.

STRAZZ students will master third and fifth positions and vibrato technique. They will learn alternative styles and improvisation and participate in four or more public performances.

Strings in the Summer - total 70

Participants will learn six tunes and present one performance.

Secondary School Strings - total 105

Middle School students will meet state standards for music education and earn class credit for orchestra participation. High-school students will fulfill their humanities/occupational graduation requirement and earn class credit. All will perform in their respective school concerts. Secondary school strings students, depending on level of achievement, may also be eligible for the after-school String Ensemble or STRAZZ.

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this project?

Strings in the Schools will track individual student and class progress, level of literature performed, enrollment and attendance, and overall quality of the educational experience. The instructors will maintain weekly progress reports for each student and group. At the end of each educational cycle, student participants, parents, and community mentors will have the opportunity to complete an evaluation form. Their responses will be considered in the planning process for the future.

Strings in the Summer is a less formal program designed to provide music experience during the school break. Number of students enrolled, attendance, and repertoire learned will be tracked as measures of group performance.

Secondary School Strings progress will be evaluated by the students' respective school music teachers/specialists on the basis of standard instrumental-music program criteria of the Carson City School District and Nevada Department of Education standards.

Documented progress is one way of determining that goals are achieved. Student satisfaction and enjoyment are equally important. The number of participants who drop out of the programs (very few), and the number of parents of preschoolers who ask about future enrollment (many), are indications that we are serving and benefiting the community.

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: | Funds Requested | Leveraged Funds* | Total Funds |
|--|------------------------|-------------------------|--------------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits (Instructors) | 6,000 | 6,000 | 12,000 |
| Rent and Utilities | 0 | 0 | 0 |
| Equipment (Instruments) | 400 | 1,000 | 1,400 |
| Equipment Maintenance & Repair | 100 | 600 | 700 |
| Office Supplies | 0 | 200 | 200 |
| Postage and Shipping | 0 | 300 | 300 |
| Printing and Publications | 0 | 200 | 200 |
| Advertising and Promotion | 200 | 400 | 600 |
| Subscriptions and Dues | 0 | 0 | 0 |
| Liability/Workers' Compensation Insurance | 200 | 500 | 700 |
| Professional Fees (Videographers, techs) | 200 | 500 | 700 |
| Other project costs: (Specify Below) | | | |
| Admin personnel - in-kind (value \$2,500) | 0 | 0 | 0 |
| Classroom mentors - in-kind (value \$6,600) | 0 | 0 | 0 |
| Graphic/web design - in-kind (value \$3,000) | 0 | 0 | 0 |
| Symphony tickets - in-kind (value \$4,000) | 0 | 0 | 0 |
| | | | |
| TOTALS | 7,100 | 9,700* | 16,800 |

***Leveraged funds** (anticipated): Private donations \$4,000; State Arts Learning grant \$3,500; Foundation/Corporate support \$500; Instrument maintenance fees \$500; Symphony Association reserve funds up to \$4000 as needed,

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Elinor Bugli, President
775-883-4154
ehbugli@aol.com

2. The person directly responsible for on-site supervision of the project, such as a project manager:

Sue Jesch, Education Director/Instructor
775-450-5584
sue@tahoeftiddler.com

3. The person responsible for the financial management of the project, including preparation, review, and approval of reimbursement requests:

Elinor Bugli, President
775-883-4154
ehbugli@aol.com

Jonathan Rabben, Treasurer
775-783-9086
jmrabben@yahoo.com

4. Please list the name, address, phone number, and e-mail of the person responsible for tracking the performance on this project.

Elinor Bugli, President
775-883-4154
ehbugli@aol.com

Sue Jesch, Education Director/Instructor
775-450-5584
sue@tahoeftiddler.com

VI. AGENCY INFORMATION

1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

| | |
|---------------------------|--------------|
| Date of incorporation | Oct. 2, 1985 |
| Date of IRS certification | May 1988 |
| Tax exempt number | 88-0229678 |

2. DUNS Number: 8042799

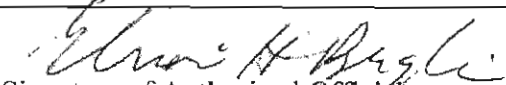
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>

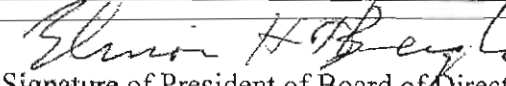
3. Attach the following to each copy of the Proposal for Funding:

- a. IRS Tax Exempt "501(c)(3)" letter.
- b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
- c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
- d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
- e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.

4. Required Certification (see instructions):

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|------------------------------|
|  Signature of Authorized Official | January 17, 2014 Date |
| Elinor Bugli, President Typed Name and Title of Authorized Official | 775-883-4154 Phone Number |

| | |
|---|------------------------------|
|  Signature of President of Board of Directors | January 17, 2014 Date |
| Elinor Bugli Typed Name of President of Board of Directors | 775-883-4154 Phone Number |



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 9 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: The Children's Museum of Northern Nevada
2. Agency Mailing Address: 813 N. Carson St. 89701
3. Project Name: S.T.E.M. Education
4. Project Address/location: 813 N. Carson St.
5. Agency Director: Lu Olsen
6. Board Chairperson: Alisa Kuniya
7. Contact person: Lu Olsen
Phone number: 884-2226 E-Mail: lu@cmnn.org
Fax: 884-2179 Website (if applicable) cmnn.org
8. How long has your organization been in existence? 26yr. In Carson City? 26yr.
9. What is the overall mission of your organization?
The Children's Museum is a play-based learning environment offering unique hands-on learning adventures providing the joy, wonder, and excitement of discovery.
10. TOTAL FUNDING REQUESTED: \$5,000.00

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

To provide science education, and STEM related activities

I. PROJECT ELIGIBILITY

- A. Check all statements that describe HOW this project meets one of Carson City's goals:

- ☒ A Safe and Secure Community
- ☐ A Healthy Community
- ☒ An Active and Engaged Community
- ☒ A Clean and Healthy Environment
- ☐ A Vibrant, Diverse and Sustainable Economy
- ☐ A Community Rich in History, Culture and the Arts
- ☒ A Community Dedicated to Excellence in Education
- ☒ A Physically and Socially Connected Community
- ☒ A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

A. We would like to finish the STEM room with a variety of new equipment and new learning centers that would be rotated throughout the year to provide a new experience with each visit.

B. We would like to enhance our science education by offering workshops and science camps for kids 5-12 years old led by NV State credentialed or retired teachers.

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

The S.T.E.M. room provides a safe, secure, active, engaged, clean and healthy environment dedicated to excellence in Education where Information is available to all.

3. Describe who will benefit from the proposed project.

Every visitor to the museum regardless of age.

4. How will the funds be used on this project?

A. To provide monetary for a teacher for workshops & camps.
B. To purchase permanent equipment and lab supplies to further S.T.E.M. education.

5. Describe how your organization plans to reduce the need for grant funding in the future:

The Museum is currently seeking corporations or individuals who are willing to donate \$1,000.00 or more on a yearly basis.

6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.

We will use whatever amount is granted.

7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?

We are the only Non-profit Children's Museum in the area.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this project?

We had 21,000 people at the museum in 2013.
We would expect even more people in 2014.

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

We don't track the financial status of our visitors.

3. What is the projected **outcome** of this /project? (How will the outputs benefit the total number of people in Question 1?)

Children will get a broader S.T.E.M. base of knowledge
that will assist them in their educational pursuits.

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this project?

Parent and Student Surveys

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: | Funds Requested | Leveraged Funds | Total Funds |
|--------------------------------------|------------------|-----------------|------------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits | 1200- | | |
| Rent and Utilities | | | |
| Mortgage | | | |
| Equipment | | | |
| Equipment Maintenance & Repair | | | |
| Office Supplies | | | |
| Operating Supplies | | | |
| Postage and Shipping | 200- | | |
| Printing and Publications | 1200- | | |
| Advertising and Promotion | | | |
| Subscriptions and Dues | | | |
| Liability/Other Insurance | | | |
| Professional Fees | | | |
| Other project costs: (Specify Below) | | | |
| Perm Equip / Lab Kits | 2400- | | |
| | | | |
| | | | |
| | | | |
| | | | |
| TOTALS | \$ 5,000- | | \$ 5,000- |

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Lu Olsen
884-2226 cell = 781-5290
lu@cmnn.org

2. The person directly responsible for on-site supervision of the project, such as a project manager:

3. The person responsible for the financial management of the project, including preparation, review, and approval of reimbursement requests:

4. Please list the name, address, phone number, and e-mail of the person responsible for tracking the performance on this project.


VI. AGENCY INFORMATION

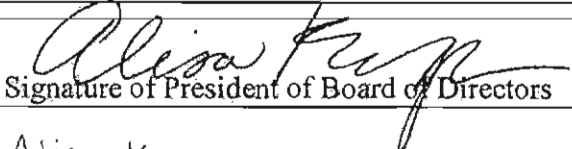
1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

| | |
|---------------------------|------------|
| Date of incorporation | 1/25/1988 |
| Date of IRS certification | 1/25/1988 |
| Tax exempt number | 88-0236615 |

2. DUNS Number: 797910270
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>
3. Attach the following to each copy of the Proposal for Funding:
 - a. IRS Tax Exempt "501(c)(3)" letter.
 - b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
 - c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
 - d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
 - e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.
4. Required Certification (see instructions):

Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|--------------------------|
|  Signature of Authorized Official | Date 1-14-13 |
| Luana Olsen Executive Director Typed Name and Title of Authorized Official | 884-2226 Phone Number |

| | |
|---|-------------------------------|
|  Signature of President of Board of Directors | Date |
| Alisa Kuniya Typed Name of President of Board of Directors | 847) 903-2402 Phone Number |



Carson City
Community Support Services Grant (CSSG)
Program Application
Fiscal Year 2014–2015

An electronic version of this document is available at carson.org/cssg

APPLICATIONS ARE DUE*: **JANUARY 17, 2014, 4:00 P.M.**

PLEASE SUBMIT 2 COPIES TO: **CARSON CITY PLANNING DIVISION**
108 E. PROCTOR ST.
CARSON CITY, NV 89701

***The deadline established is firm. Any application received after the deadline will not be considered for funding. Applications must be unstapled. PLEASE READ ATTACHED INSTRUCTIONS ON PAGE 15 FOR MORE INFORMATION.**

1. Agency Name: Ron Wood Family Resource Center
2. Agency Mailing Address: 2621 Northgate Lane #62, Carson City, NV 89706
3. Project/Program Name: Ron Wood Family Resource Center Operational Grant
4. Project/Program Address/location: 2621 Northgate Lane #62, Carson City, NV 89706
5. Agency Director: Joyce Buckingham – Executive Director
6. Board Chairperson: Ruth Aberasturi
7. Contact person: Joyce Buckingham
Phone number: (775) 884-2269 E-Mail: executive_director@carson-family.org
Fax: (775) 884-2730 Website (if applicable) www.carson-family.org
8. How long has your organization been in existence? 19 years In Carson City? 19 years
9. What is the overall mission of your organization?
Our Mission Statement:
Create a lasting community-wide effort between private sector and governmental agencies to promote healthy family relationships through education and support services. Ron Wood works diligently to identify the gaps in services in the community. Our extended mission is to supplement services in the community while avoiding duplicating services.
10. TOTAL FUNDING REQUESTED: **\$25000.00**

BRIEF PROJECT DESCRIPTION:

Please provide a short description of your project (not your organization).

The RWFRFC Operational Grant funds costs that not funded by other sources. These operational costs and services are essential in conducting needed services for our youth and community.

I. PROJECT ELIGIBILITY

A. Check all statements that describe HOW this project meets one of Carson City's goals:

- B. X A Safe and Secure Community
- C. X A Healthy Community
- D. X An Active and Engaged Community
- E. X A Clean and Healthy Environment
- F. — A Vibrant, Diverse and Sustainable Economy
- G. — A Community Rich in History, Culture and the Arts
- H. X A Community Dedicated to Excellence in Education
- I. X A Physically and Socially Connected Community
- J. X A Community Where Information is Available to All

II. PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see Appendix II). The need for your proposed project will be determined by identifying how the project impacts upon the adopted Consolidated Plan Priority Needs. Greater consideration will be given to projects that provide a clear description of the project with supporting data and methodology of how the project will meet these needs.

1. Describe the proposed project and whether the project is new, ongoing, or expanded from previous years.

Project is ongoing and has expanded every year to meet the current needs of the youth and their families in our area.

2. If the proposed project already exists, please describe your success rates in meeting Carson City's goals:

Ron Wood Family Resource Center has been designated a LMI located family resource center. All 17 grants serve primarily low-moderate income individuals. RWFRC has an exceptional reputation for supporting families and youth that have needs that range from food, shelter, utility assistance, mental health services, parenting, nutrition, truancy and other services that support health, safety and positive engagement with family and the community.

2. Describe who will benefit from the proposed project.

Ron Wood Family Resource Center serves the most-in-need. Many of the programs focus on the needs of youth and family. Child abuse and neglect issues, parenting and family classes, youth counseling, child car seat safety, WIC services, our Community Essential Food Bank's emergency services, foster youth services, truancy services and case management to assist children and families in obtaining services toward self-sufficiency and functionality.

4. How will the funds be used on this project?

Ron Wood Family Resource Center operates under 17 grants to provide much needed services for our community. The funding needed will support partial wages for the executive director, fiscal department, office support staff, our Cooperative Parenting instructor and a portion of operating costs not supported by existing grant funding. These "indirect service-related expenses" are essential toward conducting needed services.

5. Describe how your organization plans to reduce the need for grant funding in the future:

Fundraising efforts have increased to include; Community Leader of the Year benefit, Adopt a Family for the Holidays, Food Drives and many private sector partnerships that offer both goods and monetary donations. Fee-for-service activities incorporating mental health services, marriage and family counseling services and other projects that address gaps in services for our community are incorporated in our short and long-term goals.

6. Could your organization use less than the amount of funds requested for the proposed project? Please explain.

Yes - Ron Wood Family Resource Center appreciates the long positive relationship with Partnership Carson City and the City of Carson as well as the support we have realized over the past years. These funds mostly address management and fiscal responsibilities necessary to offer viable services and programs to the community. We are requesting funds representing a shortfall in balancing our budget. We would be grateful for any amount granted.

7. Are there other agencies or organizations that provide the same service as your organization? If so, how do you coordinate your services with that organization?

No - Ron Wood Family Resource Center identifies needs and continues to build programming that is **not** a duplication in services, meets youth and families' needs and supports our families in their quest toward becoming contributing, self-sufficient and productive citizens. Our community partners may offer some level of case management, parenting or food assistance, but our programming remains unique: emergency-only food bank, evidence-based family and parent communication classes, strength-based case management designed to allow families to set their own goals and affect their own success.

III. PROJECT MEASUREMENT

Carson City has implemented a Performance and Outcome Measurement System into the application and grant/project administration process. When completing this section, keep in mind that **outputs** are specific descriptions of what your project is intended to accomplish (such as serve a total of 20 clients) and **outcomes** are the benefits or changes that result from the program (such as how well the service met the client needs).

1. What are the projected **outputs**, or total number of people served, from this program/project?

Outputs: 90,000+ - Fiscal Year 2014–2015 - Total center units of services
 35,000+ - # Individuals Low-Moderate Income will utilize the food bank
 35,000+ - # Individual referrals for services per year
 3,000+ - # Ongoing Case management appointments

2. Of the total number of people in Question 1, how many of these are low-to-moderate income (LMI)? How many are Carson City residents?

Ron Wood Family Resource Center is located in a HUD designated LMI area of Carson City. By design, over 80% to 90% of all services provided through the center serve the very low to moderate income community. 90%+ of individuals served live in the greater Carson City community.

3. What is the projected **outcome** of this program/project? (How will the outputs benefit the total number of people in Question 1?)

Outcomes: 80% to 90% of all individuals surveyed will indicate an above average to excellent satisfaction rating with their participation in services and programming at the Ron Wood Family Resource Center.

100% of Carson City residents that complete food request forms will receive quality and nutritious emergency food assistance as supplies are available.

100% of individuals requesting services from Ron Wood Family Resource Center will receive quality services and a waiver of fees for appropriate services if needed.

4. What procedures will be put into effect to create, compile and maintain data to track performance measurement for this program/project?

Ron Wood Family Resource Center takes extraordinary care to collect data insuring outcomes for each grant are measured and evaluated. All RWERC programs document activities through participant sign in sheets, customer satisfaction surveys, protective factors surveys, pre and post surveys and facilitator evaluations. Data is reported through electronic methods to the grantors and reported to the executive director on a monthly, quarterly and annual basis.

IV. PROJECT BUDGET

Complete the Budget Summary chart (modify categories as necessary). More detailed budgets may be attached in support of the proposal. Identify sources of leveraged funding for the activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.) Attach copies of funding commitment letters or other evidence of funding support. Leveraged funds are not required but are encouraged.

| Project Title: RWFCRC 2014-15 Operational Grant | Funds Requested | Leveraged Funds | Total Funds |
|--|----------------------------|----------------------------|---------------------|
| Project Expenses FY 2014-15 | | | |
| Salaries and Benefits | \$24,000.00 | \$701,682.00 | \$725,682.00 |
| Rent and Utilities | | \$30,000.00 | \$30,000.00 |
| Communications (phone/cell phone/internet) | | \$12,000.00 | \$12,000.00 |
| Equipment | | | |
| Equipment Maintenance & Repair | | \$2,000.00 | \$2,000.00 |
| Office Supplies | \$400.00 | \$11,600.00 | \$12,000.00 |
| Operating Supplies | | | |
| Postage and Shipping | | \$2,000.00 | \$2,000.00 |
| Printing and Publications | | \$10,000.00 | \$10,000.00 |
| Advertising and Promotion | | | |
| Subscriptions and Dues | | | |
| Liability/Other Insurance | \$600.00 | \$10,500.00 | \$11,100.00 |
| Professional Fees | | \$8,500.00 | \$8,500.00 |
| Other project costs: (Specify Below) | | | |
| Direct Service Costs | | \$108,229.00 | \$108,229.00 |
| | | | |
| | | | |
| TOTALS | \$25,000.00 | \$896,511.00 | \$921,511.00 |
| | | | |

Funding Sources and Leveraging of Funds – Attachment 7

V. PROJECT ADMINISTRATION

A. Provide the names, phone numbers and e-mails of the following people. (There may be more than one person responsible in each category. If the specific individual is not known, please give a job title):

1. The person to whom all questions regarding the application should be directed:

Joyce Buckingham – Executive Director
(775) 884-2269
Executive_director@carson-family.org

2. The person directly responsible for on-site supervision of the project/program, such as a project manager:

Joyce Buckingham – Executive Director
(775) 884-2269
Executive_director@carson-family.org

3. The person responsible for the financial management of the project/program, including preparation, review and approval of reimbursement requests:

Betty Weiser – Fiscal Manager
(775) 884-2269
betty@carson-family.org

4. Please list the name, address, phone number and e-mail of the person responsible for preparing the quarterly reports and tracking the performance on this program/project.

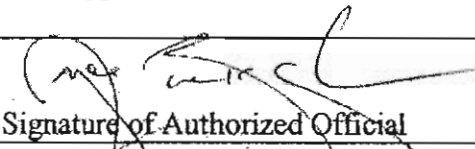
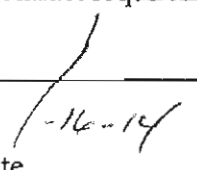
Betty Weiser – Fiscal Manager
(775) 884-2269
betty@carson-family.org

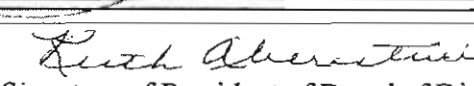
VI. AGENCY INFORMATION

1. Proof of non-profit status for private agencies (governmental entities and schools are exempt):

| | |
|---------------------------|------------------------------------|
| Date of incorporation | 4-9-97 |
| Date of IRS certification | 5-23-97 |
| Tax exempt number | IRS 86-0865470 NV – RCE-012-907 |

2. DUNS Number: 867923401
For information on DUNS, go to: <http://www.dnb.com/get-a-duns-number.html>
3. Attach the following to each copy of the Proposal for Funding:
 - a. IRS Tax Exempt "501(c)(3)" letter.
 - b. Proof of incorporation from Secretary of State (CERTIFICATE ONLY). Go to <https://www.nvsilverflume.gov/certificate> You will need to register in order to get the certificate. Cost is \$50.
 - c. Current organization chart with names of staff members. Staff members may not serve as a Board Member of the agency they work for.
 - d. List of current Board of Directors and terms of office. If a member of your Board of Directors is in a position to obtain a financial benefit or interest from your proposed project, you may be ineligible for CDBG funds (See 24 CFR 570.611).
 - e. *For all 501(c)(3) non-profit organizations:* a copy of the organization's most recently submitted Federal Tax Return (Form 990 or 990EX). **PLEASE SUBMIT THE FIRST PAGE ONLY.** Governmental bodies and schools are exempt from this requirement.
4. Required Certification (see instructions):
Applicant certifies that to the best of his/her knowledge, all information submitted as part of this application is true. Applicant will comply with all grant and contract requirements if funding is approved.

| | |
|---|---|
|  Signature of Authorized Official |  Date |
| Joyce Buckingham – Executive Director Typed Name and Title of Authorized Official | (775) 884-2269 Phone Number |

| | |
|---|--------------------------------|
|  Signature of President of Board of Directors | Date |
| Ruth Aberasturi Typed Name of President of Board of Directors | (775) 884-2269 Phone Number |

Carson City, a Consolidated Municipality

Annual Report
For Community Support Services Funding
Fiscal Year 2013-2014

Name of Organization: Ron Wood Family Resource Center

Program/Project: Ron Wood Family Resource Center Operational Grant

Amount of Funds Received \$ 25,000.00

Contact Person: Joyce Buckingham

Mailing Address: 2621 Northgate Lane #62

City: Carson City State: Nevada Zip Code: 89706

Phone Number: (775) 884-2269 E-mail: executive_director@carson-family.org

Date Submitted: 1-17-14

1. Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses. **See Attached**
2. Evaluate your achievement of the measurable outcomes listed in your application:

Outputs:

1. 80,000+ - Fiscal Year 2013 – 2014 – Total RWFRC units of services
2. 30,000+ - Individuals (LMI)Low-Moderate Income will utilize the food bank
3. 25,000+ - Individual referrals for services per year
4. 3,000+ - Ongoing Case management appointments

Achievements: **First 6 months of the 2013 – 2014 fiscal year**

1. 57283.5 total units of service were provided which is 43% over goal
2. 24220 Low to Moderate Income individuals utilized food bank which is 61% over goal
3. 21885 Individual referrals for services which is 75% over goal
4. 1625 ongoing case management appointments which is 8% over goal

All services for the Ron Wood Family Resource Center have increased – 16.5%

3. Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?

57283.5 benefitted from center services. 93% or 53331 units of service were provided to Carson City residents. Individual benefits include: gratis services to

individuals in need, assistance with food insecurity issues, child abuse and neglect counseling, social service referrals for in-house and partner services.

Ron Wood Family Resource Center has a documented 95%+ above average to excellent satisfaction rating. Evaluations, surveys and comment boxes offer opportunities for clients to voice comments (anonymously if they so chose).

4. What specific community benefit did your project provide Carson City?

Free services to individual's in-need; youth, seniors, individuals with disabilities, families, unemployed, underemployed, victims of child abuse, victims of crime, victims of domestic violence and transient populations.

RWERC has 17 programs that focus on the needs of Carson City families. Community partners depend on us to provide services: school district, courts, juvenile services, child protective services, welfare and other public and private sector partners.

5. Will this program/project be reoccurring? How do you anticipate funding the project in the future?

Ron Wood has operated the family resource center for 19 years in Carson City. The need for services and programs are increasing as demand coincides with food insecurity, unemployment, financial and family functionality issues. Ron Wood has taken the needs of the Consolidated Plan for Carson City to heart and provided much needed services to meet the need and fill service gaps.

6. Describe any challenges that impacted your program.

Funding is always a challenge.

Obtaining enough food for the food bank poses an ongoing challenge.

We are thankful for the ongoing support Carson City and Partnership Carson City provides – THANK YOU!

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

| Date | Num | Name | Memo | Class | Amount |
|------------------------------------|-------|--------------------|------|----------------|---------|
| 7200 - Salaries & related expenses | | | | | |
| 7220 - Salaries & wages | | | | | |
| 07/01/2013 | 14822 | Weiser, Betty . | | PCC City Grant | -70.00 |
| 07/19/2013 | 14861 | Buckingham, Joyce | | PCC City Grant | -267.48 |
| 07/19/2013 | 14861 | Buckingham, Joyce | | PCC City Grant | -118.88 |
| 07/19/2013 | 14862 | Buckley, Wendy | | PCC City Grant | -103.95 |
| 07/19/2013 | 14865 | Maier, Jo A | | PCC City Grant | -128.00 |
| 07/19/2013 | 14876 | Yesitis, Lisa A | | PCC City Grant | -42.00 |
| 07/19/2013 | 14887 | McIntyre, Amanda J | | PCC City Grant | -56.00 |
| 08/02/2013 | 14900 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 08/02/2013 | 14901 | Buckley, Wendy | | PCC City Grant | -57.75 |
| 08/02/2013 | 14901 | Buckley, Wendy | | PCC City Grant | -57.75 |
| 08/02/2013 | 14904 | Maier, Jo A | | PCC City Grant | -84.50 |
| 08/02/2013 | 14912 | Weiser, Betty . | | PCC City Grant | -70.00 |
| 08/16/2013 | 14942 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 08/18/2013 | 14943 | Buckley, Wendy | | PCC City Grant | -138.60 |
| 08/18/2013 | 14954 | Weiser, Betty . | | PCC City Grant | -70.00 |
| 08/30/2013 | 14998 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 08/30/2013 | 15000 | Buckley, Wendy | | PCC City Grant | -127.05 |
| 08/30/2013 | 15000 | Buckley, Wendy | | PCC City Grant | -11.55 |
| 08/13/2013 | 15030 | Buckingham, Joyce | | PCC City Grant | -88.16 |
| 09/13/2013 | 15030 | Buckingham, Joyce | | PCC City Grant | -178.32 |
| 09/13/2013 | 15052 | Buckley, Wendy | | PCC City Grant | -127.05 |
| 09/27/2013 | 15112 | Buckley, Wendy | | PCC City Grant | -138.60 |
| 09/27/2013 | 15111 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 10/11/2013 | 15143 | Buckley, Wendy | | PCC City Grant | -138.60 |
| 10/24/2013 | 15194 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 10/24/2013 | 15189 | Maier, William J | | PCC City Grant | -54.00 |
| 10/24/2013 | 15179 | Yesitis, Lisa A | | PCC City Grant | 0.17 |
| 10/24/2013 | 15197 | Maier, Jo A | | PCC City Grant | 0.51 |
| 10/24/2013 | 15186 | Weiser, Betty . | | PCC City Grant | -70.00 |
| 10/24/2013 | 15182 | Buckley, Wendy | | PCC City Grant | -127.05 |
| 11/08/2013 | 15219 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 11/08/2013 | 15220 | Buckley, Wendy | | PCC City Grant | -115.50 |
| 11/08/2013 | 15220 | Buckley, Wendy | | PCC City Grant | -23.10 |
| 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | -252.00 |
| 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | -31.50 |
| 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | -31.50 |
| 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | 5.18 |
| 11/08/2013 | 15224 | Maier, William J | | PCC City Grant | -72.00 |
| 11/08/2013 | 15234 | Yesitis, Lisa A | | PCC City Grant | -42.00 |
| 11/08/2013 | 15234 | Yesitis, Lisa A | | PCC City Grant | 1.32 |
| 11/22/2013 | 15263 | Buckley, Wendy | | PCC City Grant | -127.05 |
| 11/22/2013 | 15267 | Maier, William J | | PCC City Grant | -80.00 |
| 11/22/2013 | 15274 | Weiser, Betty . | | PCC City Grant | -35.00 |
| 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | -42.00 |
| 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | 1.25 |
| 11/22/2013 | 15268 | Maier, Jo A | | PCC City Grant | -283.50 |
| 11/22/2013 | 15268 | Maier, Jo A | | PCC City Grant | -31.50 |
| 11/22/2013 | 15268 | Maier, Jo A | | PCC City Grant | 5.17 |
| 11/22/2013 | 15262 | Buckingham, Joyce | | PCC City Grant | -297.20 |
| 12/06/2013 | 15308 | Buckley, Wendy | | PCC City Grant | -115.50 |
| 12/06/2013 | 15312 | Maier, Jo A | | PCC City Grant | -6.62 |
| 12/06/2013 | 15312 | Maier, Jo A | | PCC City Grant | -10.08 |
| 12/06/2013 | 15312 | Maier, Jo A | | PCC City Grant | 0.81 |
| 12/06/2013 | 15313 | Maier, William J | | PCC City Grant | -104.40 |
| 12/06/2013 | 15320 | Weiser, Betty . | | PCC City Grant | -70.00 |

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

| Date | Num | Name | Memo | Class | Amount |
|-------------------------------|-------|-------------------|------|----------------|-----------|
| 12/06/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | -42.00 |
| 12/06/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | -9.24 |
| 12/06/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | 1.38 |
| 12/06/2013 | 1 | Maler, Jo A | | PCC City Grant | -126.00 |
| 12/06/2013 | 15308 | Buckingham, Joyoa | | PCC City Grant | -278.77 |
| 12/20/2013 | 15334 | Buckingham, Joyoa | | PCC City Grant | -297.20 |
| 12/20/2013 | 15335 | Buckley, Wendy | | PCC City Grant | -150.15 |
| 12/20/2013 | 15338 | Maler, Jo A | | PCC City Grant | -204.75 |
| 12/20/2013 | 15338 | Maler, Jo A | | PCC City Grant | -12.60 |
| 12/20/2013 | 15338 | Maler, Jo A | | PCC City Grant | -3.15 |
| 12/20/2013 | 15338 | Maler, Jo A | | PCC City Grant | 3.35 |
| 12/20/2013 | 15339 | Maler, William J | | PCC City Grant | -86.40 |
| 12/20/2013 | 15348 | Yesitis, Lisa A | | PCC City Grant | -42.00 |
| 12/20/2013 | 15348 | Yesitis, Lisa A | | PCC City Grant | 0.71 |
| Total 7220 - Salaries & wages | | | | | -7,130.39 |

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

| | Date | Num | Name | Memo | Class | Amount |
|--------------------------------------|------------|-------|-------------------|------|----------------|---------|
| 7223 - Holiday | | | | | | |
| | 08/13/2013 | 15052 | Buckley, Wendy | | PCC City Grant | -11.55 |
| | 11/08/2013 | 15220 | Buckley, Wendy | | PCC City Grant | -23.10 |
| | 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | -31.50 |
| | 11/08/2013 | 15234 | Yesitis, Lisa A | | PCC City Grant | -21.00 |
| | 11/22/2013 | 15263 | Buckley, Wendy | | PCC City Grant | -23.10 |
| | 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | -21.00 |
| | 11/22/2013 | 15266 | Maier, Jo A | | PCC City Grant | -31.50 |
| | 11/22/2013 | 15262 | Buckingham, Joyce | | PCC City Grant | -29.72 |
| | 12/09/2013 | 15309 | Buckley, Wendy | | PCC City Grant | -27.72 |
| | 12/09/2013 | 15312 | Maier, Jo A | | PCC City Grant | -35.28 |
| | 12/09/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | -13.44 |
| | 12/09/2013 | 15308 | Buckingham, Joyce | | PCC City Grant | -59.44 |
| Total 7223 - Holiday | | | | | | -328.35 |
| 7245 - Flexible Spending Plan | | | | | | |
| | 07/19/2013 | 14861 | Buckingham, Joyce | | PCC City Grant | -69.23 |
| | 07/18/2013 | 14862 | Buckley, Wendy | | PCC City Grant | -100.00 |
| | 08/30/2013 | 14999 | Buckingham, Joyce | | PCC City Grant | -25.00 |
| | 08/30/2013 | 15000 | Buckley, Wendy | | PCC City Grant | -50.00 |
| | 08/30/2013 | 15003 | Maier, Jo A | | PCC City Grant | -100.00 |
| | 09/27/2013 | 15112 | Buckley, Wendy | | PCC City Grant | -60.00 |
| | 09/27/2013 | 15111 | Buckingham, Joyce | | PCC City Grant | -44.00 |
| | 10/24/2013 | 15184 | Buckingham, Joyce | | PCC City Grant | -50.00 |
| | 10/24/2013 | 15179 | Yesitis, Lisa A | | PCC City Grant | -10.00 |
| | 10/24/2013 | 15197 | Maier, Jo A | | PCC City Grant | -40.00 |
| | 10/24/2013 | 15182 | Buckley, Wendy | | PCC City Grant | -60.00 |
| | 11/22/2013 | 15263 | Buckley, Wendy | | PCC City Grant | -62.50 |
| | 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | -11.00 |
| | 11/22/2013 | 15266 | Maier, Jo A | | PCC City Grant | -56.14 |
| | 11/22/2013 | 15262 | Buckingham, Joyce | | PCC City Grant | -47.62 |
| | 12/20/2013 | 15334 | Buckingham, Joyce | | PCC City Grant | -50.00 |
| | 12/20/2013 | 15335 | Buckley, Wendy | | PCC City Grant | -60.00 |
| | 12/20/2013 | 15338 | Maier, Jo A | | PCC City Grant | -40.00 |
| Total 7245 - Flexible Spending Plan | | | | | | -935.49 |

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

7248 - Medicare

| Date | Num | Name | Memo | Class | Amount |
|-----------------------|-------|--------------------|-------|----------------|---------|
| 07/01/2013 | 14822 | Weiser, Betty . | | PCC City Grant | -1.01 |
| 07/19/2013 | 14861 | Buckingham, Joyce | | PCC City Grant | -6.81 |
| 07/19/2013 | 14862 | Buckley, Wendy | | PCC City Grant | -2.96 |
| 07/19/2013 | 14865 | Maier, Jo A | | PCC City Grant | -1.83 |
| 07/19/2013 | 14876 | Yesitis, Lisa A | | PCC City Grant | -0.61 |
| 07/19/2013 | 14887 | McIntyre, Amanda J | | PCC City Grant | -0.81 |
| 08/02/2013 | 14900 | Buckingham, Joyce | | PCC City Grant | -4.31 |
| 08/02/2013 | 14901 | Buckley, Wendy | | PCC City Grant | -1.68 |
| 08/02/2013 | 14904 | Maier, Jo A | | PCC City Grant | -1.37 |
| 08/02/2013 | 14912 | Weiser, Betty . | | PCC City Grant | -1.02 |
| 08/16/2013 | 14942 | Buckingham, Joyce | | PCC City Grant | -4.31 |
| 08/16/2013 | 14943 | Buckley, Wendy | | PCC City Grant | -2.01 |
| 08/16/2013 | 14954 | Weiser, Betty . | | PCC City Grant | -1.01 |
| 08/30/2013 | 14999 | Buckingham, Joyce | | PCC City Grant | -4.67 |
| 08/30/2013 | 15000 | Buckley, Wendy | | PCC City Grant | -2.73 |
| 08/30/2013 | 15003 | Maier, Jo A | | PCC City Grant | -1.45 |
| 09/13/2013 | 15051 | Buckingham, Joyce | VOID: | PCC City Grant | 0.00 |
| 09/13/2013 | 15030 | Buckingham, Joyce | | PCC City Grant | -3.88 |
| 09/13/2013 | 15052 | Buckley, Wendy | | PCC City Grant | -2.01 |
| 09/27/2013 | 15112 | Buckley, Wendy | | PCC City Grant | -2.88 |
| 09/27/2013 | 15111 | Buckingham, Joyce | | PCC City Grant | -4.95 |
| 10/11/2013 | 15143 | Buckley, Wendy | | PCC City Grant | -2.01 |
| 10/24/2013 | 15194 | Buckingham, Joyce | | PCC City Grant | -5.03 |
| 10/24/2013 | 15189 | Maier, William J | | PCC City Grant | -0.78 |
| 10/24/2013 | 15179 | Yesitis, Lisa A | | PCC City Grant | -0.14 |
| 10/24/2013 | 15197 | Maier, Jo A | | PCC City Grant | -0.57 |
| 10/24/2013 | 15188 | Weiser, Betty . | | PCC City Grant | -1.02 |
| 10/24/2013 | 15182 | Buckley, Wendy | | PCC City Grant | -2.71 |
| 11/06/2013 | 15219 | Buckingham, Joyce | | PCC City Grant | -4.31 |
| 11/06/2013 | 15220 | Buckley, Wendy | | PCC City Grant | -2.34 |
| 11/06/2013 | 15223 | Maier, Jo A | | PCC City Grant | -4.95 |
| 11/06/2013 | 15224 | Maier, William J | | PCC City Grant | -1.04 |
| 11/06/2013 | 15234 | Yesitis, Lisa A | | PCC City Grant | -0.89 |
| 11/22/2013 | 15263 | Buckley, Wendy | | PCC City Grant | -3.08 |
| 11/22/2013 | 15267 | Maier, William J | | PCC City Grant | -1.31 |
| 11/22/2013 | 15274 | Weiser, Betty . | | PCC City Grant | -0.51 |
| 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | -1.05 |
| 11/22/2013 | 15266 | Maier, Jo A | | PCC City Grant | -5.76 |
| 11/22/2013 | 15262 | Buckingham, Joyce | | PCC City Grant | -5.43 |
| 12/06/2013 | 15309 | Buckley, Wendy | | PCC City Grant | -2.08 |
| 12/06/2013 | 15312 | Maier, Jo A | | PCC City Grant | -0.74 |
| 12/06/2013 | 15313 | Maier, William J | | PCC City Grant | -1.51 |
| 12/06/2013 | 15320 | Weiser, Betty . | | PCC City Grant | -1.01 |
| 12/06/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | -0.92 |
| 12/06/2013 | 1 | Maier, Jo A | | PCC City Grant | -1.82 |
| 12/06/2013 | 15308 | Buckingham, Joyce | | PCC City Grant | -4.90 |
| 12/20/2013 | 15334 | Buckingham, Joyce | | PCC City Grant | -5.03 |
| 12/20/2013 | 15336 | Buckley, Wendy | | PCC City Grant | -3.06 |
| 12/20/2013 | 15338 | Maier, Jo A | | PCC City Grant | -3.73 |
| 12/20/2013 | 15339 | Maier, William J | | PCC City Grant | -1.25 |
| 12/20/2013 | 15349 | Yesitis, Lisa A | | PCC City Grant | -0.60 |
| Total 7248 - Medicare | | | | | -121.68 |

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

| Date | Num | Name | Memo | Class | Amount |
|--|-------|--------------------|-------|----------------|-----------|
| 7249 - Social Security | | | | | |
| 07/01/2013 | 14822 | Weiser, Betty . | | PCC City Grant | -4.34 |
| 07/19/2013 | 14861 | Buckingham, Joyce | | PCC City Grant | -28.25 |
| 07/19/2013 | 14862 | Buckley, Wendy | | PCC City Grant | -12.65 |
| 07/19/2013 | 14865 | Maier, Jo A | | PCC City Grant | -7.81 |
| 07/19/2013 | 14876 | Yesitis, Lisa A | | PCC City Grant | -2.60 |
| 07/19/2013 | 14867 | McIntyre, Amanda J | | PCC City Grant | -3.47 |
| 08/02/2013 | 14900 | Buckingham, Joyce | | PCC City Grant | -18.43 |
| 08/02/2013 | 14901 | Buckley, Wendy | | PCC City Grant | -7.16 |
| 08/02/2013 | 14904 | Maier, Jo A | | PCC City Grant | -5.86 |
| 08/02/2013 | 14912 | Weiser, Betty . | | PCC City Grant | -4.34 |
| 08/16/2013 | 14942 | Buckingham, Joyce | | PCC City Grant | -16.43 |
| 08/16/2013 | 14943 | Buckley, Wendy | | PCC City Grant | -8.59 |
| 08/16/2013 | 14954 | Weiser, Betty . | | PCC City Grant | -4.34 |
| 08/30/2013 | 14999 | Buckingham, Joyce | | PCC City Grant | -19.98 |
| 08/30/2013 | 15000 | Buckley, Wendy | | PCC City Grant | -11.68 |
| 08/30/2013 | 15003 | Maier, Jo A | | PCC City Grant | -6.20 |
| 09/13/2013 | 15051 | Buckingham, Joyce | VOID: | PCC City Grant | 0.00 |
| 09/13/2013 | 15030 | Buckingham, Joyce | | PCC City Grant | -16.58 |
| 09/13/2013 | 15052 | Buckley, Wendy | | PCC City Grant | -8.59 |
| 09/27/2013 | 15112 | Buckley, Wendy | | PCC City Grant | -12.31 |
| 09/27/2013 | 15111 | Buckingham, Joyce | | PCC City Grant | -21.15 |
| 10/11/2013 | 15143 | Buckley, Wendy | | PCC City Grant | -6.59 |
| 10/24/2013 | 15194 | Buckingham, Joyce | | PCC City Grant | -21.53 |
| 10/24/2013 | 15189 | Maier, William J | | PCC City Grant | -3.35 |
| 10/24/2013 | 15179 | Yesitis, Lisa A | | PCC City Grant | -0.61 |
| 10/24/2013 | 15197 | Maier, Jo A | | PCC City Grant | -2.45 |
| 10/24/2013 | 15186 | Weiser, Betty . | | PCC City Grant | -4.34 |
| 10/24/2013 | 15182 | Buckley, Wendy | | PCC City Grant | -11.60 |
| 11/08/2013 | 15219 | Buckingham, Joyce | | PCC City Grant | -16.43 |
| 11/08/2013 | 15220 | Buckley, Wendy | | PCC City Grant | -10.02 |
| 11/08/2013 | 15223 | Maier, Jo A | | PCC City Grant | -21.16 |
| 11/08/2013 | 15224 | Maier, William J | | PCC City Grant | -4.47 |
| 11/08/2013 | 15234 | Yesitis, Lisa A | | PCC City Grant | -3.82 |
| 11/22/2013 | 15263 | Buckley, Wendy | | PCC City Grant | -13.18 |
| 11/22/2013 | 15267 | Maier, William J | | PCC City Grant | -5.56 |
| 11/22/2013 | 15274 | Weiser, Betty . | | PCC City Grant | -2.17 |
| 11/22/2013 | 15277 | Yesitis, Lisa A | | PCC City Grant | -4.51 |
| 11/22/2013 | 15286 | Maier, Jo A | | PCC City Grant | -24.84 |
| 11/22/2013 | 15262 | Buckingham, Joyce | | PCC City Grant | -23.22 |
| 12/06/2013 | 15309 | Buckley, Wendy | | PCC City Grant | -8.88 |
| 12/06/2013 | 15312 | Maier, Jo A | | PCC City Grant | -3.17 |
| 12/06/2013 | 15313 | Maier, William J | | PCC City Grant | -8.47 |
| 12/06/2013 | 15320 | Weiser, Betty . | | PCC City Grant | -4.34 |
| 12/06/2013 | 15323 | Yesitis, Lisa A | | PCC City Grant | -3.93 |
| 12/06/2013 | 1 | Maier, Jo A | | PCC City Grant | -7.61 |
| 12/06/2013 | 15308 | Buckingham, Joyce | | PCC City Grant | -20.87 |
| 12/20/2013 | 15334 | Buckingham, Joyce | | PCC City Grant | -21.53 |
| 12/20/2013 | 15335 | Buckley, Wendy | | PCC City Grant | -13.03 |
| 12/20/2013 | 15338 | Maier, Jo A | | PCC City Grant | -15.94 |
| 12/20/2013 | 15339 | Maier, William J | | PCC City Grant | -5.36 |
| 12/20/2013 | 15349 | Yesitis, Lisa A | | PCC City Grant | -2.58 |
| Total 7249 - Social Security | | | | | -520.43 |
| Total 7200 - Salaries & related expenses | | | | | -9,036.34 |

Ron Wood Family Resource Center
Transaction Detail By Account
July through December 2013

| | Date | Num | Name | Memo | Class | Amount |
|---|------------|-------|--------------------------|---------------------------------|----------------|-----------|
| 7500 - Other personnel expenses | | | | | | |
| 7560 - Fingerprinting | | | | | | |
| | 09/30/2013 | 15181 | William Maier | reimbursement fr PCC City Grant | | -8.00 |
| Total 7560 - Fingerprinting | | | | | | -8.00 |
| Total 7500 - Other personnel expenses | | | | | | -8.00 |
| 8100 - Operating Expenses | | | | | | |
| 8130 - Telephone & telecommunications | | | | | | |
| | 07/10/2013 | 14848 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -23.71 |
| | 07/23/2013 | 14889 | Verizon Wireless | Joyce phone | PCC City Grant | -7.82 |
| | 07/23/2013 | 14889 | Verizon Wireless | Surcharges | PCC City Grant | -10.00 |
| | 07/30/2013 | 14895 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -23.71 |
| | 08/01/2013 | 14941 | Sierra Telephone System | Added new phone | PCC City Grant | -100.00 |
| | 08/20/2013 | 14980 | Verizon Wireless | Joyce phone | PCC City Grant | -7.82 |
| | 08/20/2013 | 14980 | Verizon Wireless | Surcharges | PCC City Grant | -10.00 |
| | 08/27/2013 | 15019 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -23.71 |
| | 08/20/2013 | 15088 | Verizon Wireless | Joyce phone | PCC City Grant | -9.44 |
| | 10/02/2013 | 15134 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -23.71 |
| | 10/22/2013 | 15204 | Verizon Wireless | Joyce phone | PCC City Grant | -8.44 |
| | 11/01/2013 | 15215 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -23.71 |
| | 11/27/2013 | 15297 | GreatAmerica Financial S | PCC City Grant | PCC City Grant | -30.40 |
| | 11/27/2013 | 15299 | Verizon Wireless | Joyce phone | PCC City Grant | -22.58 |
| | 12/27/2013 | 15368 | Utility Telephone | PCC City Grant | PCC City Grant | -21.01 |
| | 12/30/2013 | 15387 | Verizon Wireless | Joyce phone | PCC City Grant | -8.93 |
| Total 8130 - Telephone & telecommunications | | | | | | -355.00 |
| 8140 - Postage, shipping, delivery | | | | | | |
| | 08/11/2013 | | Stamps.com | Postage Purchas | PCC City Grant | -50.00 |
| | 11/27/2013 | 1 | Stamps.com | Postage Purchas | PCC City Grant | -300.00 |
| Total 8140 - Postage, shipping, delivery | | | | | | -350.00 |
| 8185 - Copier Rental | | | | | | |
| | 07/18/2013 | 14878 | High Sierra Leasing | PCC City Grant | PCC City Grant | -21.01 |
| | 08/27/2013 | 15018 | High Sierra Leasing | PCC City Grant | PCC City Grant | -21.01 |
| Total 8185 - Copier Rental | | | | | | -42.02 |
| Total 8100 - Operating Expenses | | | | | | -747.02 |
| | | | | | | -9,791.38 |

Secured and Pending Grants

| Ron Wood Family Resource Center 2014-2015 GRANT FUNDING SOURCES | AMOUNT | PENDING OR SECURED | PURPOSE OF FUNDING & TIMEFRAME OF PENDING NOTIFICATION |
|--|-------------------|-----------------------------------|---|
| WIC – SUBGRANT Breastfeeding | \$36,860.00 | ONGOING SECURED | Breastfeeding support for WIC program |
| Chafee | \$ 85,000.00 | SECURED | Services for foster youth in care – 2 nd year of 3 year grant |
| Chafee – Elko | \$45,000.00 | SECURED | Service for foster youth in care – Elko – 2 nd year of 3 year grant |
| FAFFY | \$37,000.00 | SECURED | Services for former foster youth 18 – 21 years of age - 2 nd year of 3 year grant |
| Title IV-B | \$35,000.00 | SECURED | Case Management for families that have had their children removed from the home 2 nd year of 3 year grant |
| Differential Response | 146,576.00 | ONGOING SECURED | CPS - Investigation of child abuse and neglect reports |
| Family Resource Center | \$37,179.00 | ONGOING SECURED | Information and referrals to families in need |
| Children's Trust Fund – Positive Action | \$88,467.00 | SECURED | Parenting Classes and Family Support |
| Office of Traffic Safety | \$40,822.00 | SECURED | Child Safety Seats Current grant period -October 1, 2013 – September 30, 2014 |
| Partnership Carson City - SAPTA | \$42,970.00 | PENDING | Substance Abuse and Prevention education |
| Women, Infants & Children | \$190,417.00 | ONGOING SECURED | Supplemental food to Women, Infants and Children that are income eligible |
| United Way | \$12,000.00 | PENDING | School Truancy Program |
| Carson City Sherrieff Office - FASST | \$42,957.00 | SECURED | To provide triage response to those with mental illness that have had law enforcement encounters |
| Partnership Carson City – Character Counts | \$8,750.00 | PENDING | |
| Partnership Carson City – City Grant | 25,000.00 | PENDING | Operational Grant to cover administrative and indirect costs |
| Partnership Carson City – Reach Up | \$35,000.00 | PENDING | Mental Health Services |
| Partnership Carson City – Food Bank | 12,500.00 | PENDING | Provision of food in partnership with Food Bank |
| | | | |
| 2013 – 14 | | | |
| POTENTIAL FUNDING | 921,511.00 | | |
| 2013 – 14 PENDING FUNDING | 136,233.00 | | |
| 2013-14 = SECURED FUNDING | 785,278.00 | | |

ATTACHMENT 7