



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: March 2, 2017

Staff Contact: Ana Jimenez, Grants Administrator

Agenda Title: For Possible Action: To allocate the Community Development Block Grant (CDBG) funding for FY2017-18, and to open a 30-day public comment period from March 2 to April 2, 2017 for review of the Carson City draft CDBG 2017-18 Annual Action Plan to implement the Department of Housing and Urban Development (HUD) CDBG Program. (Ana Jimenez; ajimenez@carson.org)

Staff Summary: The CDBG funding available to Carson City for fiscal year 2017-18 is approximately \$368,516 based on the 2016 funding allocation. There will be approximately \$55,277 (15% maximum) for public services activities, approximately \$239,535 for public facilities and improvements, and approximately \$73,704 (20% maximum) for planning and administration. A community-based Application Review Workgroup (ARW) conducted a public meeting to interview the CDBG applicants on February 9, 2017 and then ranked the applications for recommendation to the Board of Supervisors.

Agenda Action: Formal Action/Motion

Time Requested: 1 hour

Proposed Motion

I move to approve the Community Development Block Grant funding for FY2017-18 as recommended by the Application Review Workgroup and subject to approval of the FY2017-18 budget, and to open a 30-day public comment period from March 2 to April 2, 2017 for review of the Carson City draft CDBG 2017-18 Annual Action Plan to implement the Department of Housing and Urban Development CDBG Program.

Board's Strategic Goal

Economic Development

Previous Action

N/A

Background/Issues & Analysis

Carson City received 5 proposals for public services and 6 for public facilities and improvements. The requests for funding total more than the amounts available for both public services and public facilities and improvements. An Application Review Workgroup formed by staff evaluated and ranked the applications and made funding recommendations based on both meeting the CDBG national objectives and the community priorities.

Once the Board has reviewed, discussed and approved the proposed CDBG funding proposals, they will be incorporated into Carson City's draft CDBG 2017-18 Annual Action Plan (AAP). HUD's Citizen Participation policy requires a 30-day comment period for public review of the AAP. At the April 6, 2017 meeting, the Board of Supervisors will discuss, review, make any desired amendments and make a final approval of the AAP based on public comment and recommendations. Staff will then forward the AAP to HUD for final consideration.

Applicable Statute, Code, Policy, Rule or Regulation

Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C.-5301 et seq.

Financial Information

Is there a fiscal impact? ☒ Yes ☐ No

If yes, account name/number: Grant Fund 275-0620-441

Is it currently budgeted? ☐ Yes ☒ No

Explanation of Fiscal Impact: Final CDBG award amounts will be added to the FY 18 Budget.

Alternatives

Provide other direction

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

2017 ARW Recommendations

Public Services Project	Requested from CDBG	ARW Recommendations
Ron Wood Family Resource Center - Reach Up	\$35,000	\$35,000
Food for Thought - Free nutritious lunches	\$12,000	\$12,000
RSVP - Veterans Volunteers in Partnership	\$11,941	\$8,277
ESL In Home Program	\$25,000	
St. Vincent de Paul - Emergency financial assistance	\$6,000	

Total	\$89,941	\$55,277
Estimated Total Available*:	\$55,277	\$55,277
Difference:	-\$34,664	\$0

Public Improvements/Econ. Development Project	Requested from CDBG	ARW Recommendations
Accessible Space - Yasmer Estates rehab/elevator	\$70,000	\$0
Carson City Public Works - Pedestrian improvements	\$230,327	\$147,871
Carson City Parks & Rec - Ross Gold ADA access	\$148,669	\$91,664
Washoe Tribe - Repairing playground and safety updates	\$24,984	
Boys & Girls Club - Full functioning kitchen	\$150,000	
Carson City Library - Paint and repair building	\$33,750	

Total requested:	\$657,730	\$239,535
Estimated Total Available*:	\$239,535	\$239,535
Difference:	-\$418,195	\$0

*** Total Available is subject to change**



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MEMORANDUM

Board of Supervisors Meeting of March 2, 2017

To: Mayor and Board of Supervisors
From: Ana Jimenez, Grants Administrator
Date: February 17, 2017
Subject: CDBG FY 18 Funding Proposals

The Board of Supervisors is required to annually recommend approval of funding for Community Development Block Grant (CDBG) projects to the U.S. Department of Housing and Urban Development (HUD). Upon approval of the funding for FY18 CDBG projects by the Board of Supervisors, the projects will be incorporated into the draft Annual Action Plan, which will then be open for public review and brought back to the Board of Supervisors in April for a final recommendation of approval to HUD.

As part of the CDBG Citizen Participation requirement, applications were solicited in the Nevada Appeal from November 23, 2016 and November 30, 2016 as well as by individual letters to local community service organizations. Two publicly noticed meetings were also held in December for CDBG application information and training.

After applications were received by January 13, 2017, the Application Review Workgroup (ARW) held a publicly noticed meeting on February 9, 2017, where they were able to converse with applicants directly. The ARW scored, ranked and evaluated the proposed project applications for community need, projected outcome, and compliance with HUD requirements. The ARW consisted of six volunteer community members recruited by staff from a variety of local community groups. These members are:

- Kris Wickstead – Engineer for the Hamilton Company
- Ale Avila - Commercial Sales and Leasing agent at NAI Alliance
- Rob Joiner - Land Use Planner and Real Estate Agent
- JoAnn Carpenter – Retired, CDBG Program Administrator
- Jason Justice – Carson City Volunteer
- Steven Grundy – Retired, Nevada Energy

The FY18 CDBG Recommendations table attached with this memo shows the application requests and recommendations for each organization.

Following is a summary list of the CDBG applications and recommendations for the 2018 fiscal year, as ranked by the Application Review Workgroup. All projects met CDBG requirements and are eligible for funding except for the Carson City Library public

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improvement project, which does not meet HUD's National Objective of having a Low-Moderate Area Benefit where at least 51% of residents are low income.

CDBG PUBLIC SERVICES RECOMMENDATIONS:

Estimated total available funding = \$55,277 (15% of total allocation)

1) Project Name: Reach Up!

Agency: Ron Wood Family Resource Center

Funding Request: \$35,000

Recommendation: \$35,000

Objective: Serving low- to moderate-income (LMI) persons.

Description: "Reach Up" is a comprehensive mental health treatment and case management program designed to identify, support, and counsel Carson City youth from 3-17 years of age in crisis. Program costs include salaries, supplies, insurance, and fees for audit and tax preparation.

2) Project Name: Summer Food Bridge for Hungry Children

Agency: Food For Thought

Funding Request: \$12,000

Recommendation: \$12,000

Objective: Serving low- to moderate-income (LMI) persons.

Description: This project would provide approximately 7,575 free nutritious lunch meals during the 2017 summer break for approximately 140 low and moderate income children in Carson City. Program costs include salaries and supplies.

4) Project Name: Veterans – Volunteers in Partnership

Agency: Nevada Rural Counties RSVP, Inc.

Funding Request: \$11,941

Recommendation: \$8,277

Objective: Serving veterans and their families.

Description: This program is to provide veterans information and access to services that will empower them to emerge from poverty and remain independently in their home. Funds would be used to purchase a locking filing cabinet, a computer workstation with software, training, mileage and cell phones.

3) Project Name: ESL for Life, Work, and School

Agency: ESL In-Home Program of Northern Nevada

Funding Request: \$25,000

Recommendation: \$0

Objective: Serving low- to moderate-income (LMI) persons.

Description: This program uses volunteer tutors to teach low-income, illiterate, non-English speaking adults to speak, read, and write English. This program also assists students to become citizens and achieve their high school equivalency. Funds would be used to pay for half of the salaries of the Program Director and Executive Director, office supplies,

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telephone and internet, marketing, and background checks.

5) Project Name: Emergency Financial Assistance

Agency: St. Vincent de Paul

Funding Request: \$6,000

Recommendation: \$0

Objective: Serving low- to extremely low-income (LMI) persons.

Description: This program provides emergency financial assistance to low and extremely low income individuals and families. Services include eviction prevention, security deposits, utilities, fuel cards, bus passes, medicine, minor auto repairs, replacement ID cards food and clothing.

Alternatives:

Staff supports the recommendation of the Application Review Workgroup, but the Board of Supervisors may approve alternative Public Service activities and modify funding amounts. All projects would help meet the goals and objectives of the City's CDBG Consolidated Plan although some address higher priority needs than others.

CDBG PUBLIC FACILITIES AND IMPROVEMENTS RECOMMENDATIONS:

Total Expected Available Allocation = \$239,535 (65% of total allocation)

1) Project Name: Pedestrian Improvements

Agency: Carson City Public Works

Funding Request: \$230,327

Recommendation: \$147,871

CDBG Objective: Serving low- to moderate-income (LMI) persons.

Description: This project would improve the accessibility of intersections and sidewalks along North Carson Street between Bath St. and John St. by reconstructing sidewalks, driveway access and ramps to ADA standards.

2) Project Name: Ross Gold Park ADA access

Agency: Carson City Parks & Recreation

Funding Request: \$148,669

Recommendation: \$91,664

CDBG Objective: Serving low- to moderate-income (LMI) persons.

Description: This project would fund a multi-phase improvement project that would allow disabled individuals access to the playground. Currently there are no playgrounds within Carson City that comply with Americans with Disabilities Act (ADA).

3) Project Name: Yasmer Estates Elevator Rehab Project

Agency: Accessible Space, Inc.

Funding Request: \$70,000

Recommendation: \$0

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CDBG Objective: Serving a low- to moderate-income (LMI) area.

Description: Funds would be used to upgrade the elevator, the fire alarm, fire control panel and sprinkler system.

4) Project Name: Full Functioning Kitchen

Agency: Boys & Girls Club

Funding Request: \$150,000

Recommendation: \$0

CDBG Objective: Serving low- to moderate-income (LMI) persons.

Description: This project would fund construction costs for a fully-functioning kitchen at the main operating site of the Boys & Girls Club. Kitchen would serve as a resource for fighting food insecurity, childhood obesity for club kids and educate families on how to cook healthy and nutritional beneficial meals.

5) Project Name: Playground Replacement

Agency: Washoe Tribe

Funding Request: \$24,984

Recommendation: \$0

CDBG Objective: Serving a low- to moderate-income (LMI) clientele.

Description: Funds will be used to remove old and outdated playground equipment and replace it with age appropriate equipment to improve student safety.

5) Project Name: Painting and Repairs to the Carson City Library

Agency: Carson City Library

Funding Request: \$33,750

Recommendation: \$0

CDBG Objective: Serving a low- to moderate-income (LMI) Area Benefit.

Description: Funds would be used to prepare and repair interior and exterior surfaces for painting.

Alternatives:

Staff supports the ARW recommendations. The proposed funding would be used for street and park repairs to meet ADA standards. However, the Board of Supervisors may modify the proposed project funding.

CDBG General Program Overview

The CDBG program is administered by the U.S. Department of Housing and Urban Development (HUD). Carson City has been an “entitlement” community under the program since 2004, meaning the city gets a lump sum allocation each year that may be used at the city’s discretion within HUD guidelines and requirements.

The objectives of the CDBG program are to:

- Create suitable living environments

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- Provide decent affordable housing
- Create economic opportunities

Eligibility Requirement

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons or a low income area,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g. natural disaster emergencies).

Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that projects are able to document the number of LMI persons served for grant monitoring and audit purposes.

No matching funds are required for CDBG activities. However, CDBG funds are often leveraged with other funding for projects.

Eligible Activities

Eligible activities for the use of CDBG funds and examples of such activities include:

- Construction of public facilities and improvements
 - Infrastructure improvements, senior centers, parks, homeless shelters
- Public Services
 - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
 - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
 - Minor rehabilitation (Emergency Repair, Lead Paint Removal)
 - Rehabilitation of affordable owner and rental housing
 - Down-payment assistance
 - Acquisition, new construction of housing
- Economic Development
 - Façade improvements

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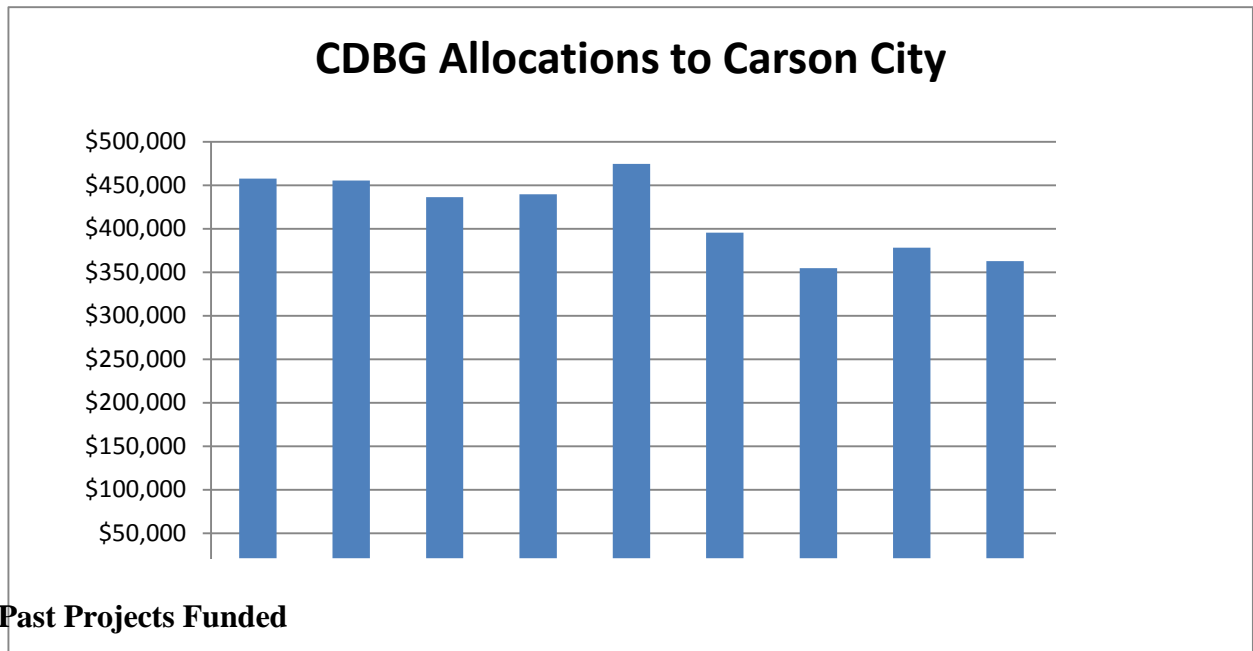
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- Loans to businesses (usually to create jobs)
- Micro-enterprise assistance
- Planning and Administration
 - Personnel costs, preparation of required documents, planning studies
 - Funding for these costs is limited to a maximum of 20% of the total allocation

Funding Amounts

CDBG funding amounts to Carson City in prior years was as follows:



Past Projects Funded

FY17:

- Ron Wood Family Resource Center – (\$32,103)
- Food for Thought – (\$12,000)
- Nevada Rural Housing Authority (\$221,474)
- Clear Creek Bowmen Parks and Recreation (\$18,062)

FY16:

- Community Counseling Center, substance abuse treatment (\$52,442)
- ADA Sidewalk Improvements-Empire Elementary School Area (\$190,848)
- Carson City School District School-Based Health Center (\$46,406)

FY15:

- Community Counseling Center, substance abuse treatment (\$54,444)
- FISH-Jeanell Drive Building Renovation Project (\$20,743)
- ADA Sidewalk Improvements-North Carson City (\$190,183)

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- Ventana Sierra Youth Housing and Resource Initiative (\$25,000)

FY14:

- Community Counseling Center, substance abuse treatment (\$56,710)
- FISH Facility Improvement Project (\$32,000)
- ADA Sidewalk Improvements-East 5th Street (\$224,000)

FY13:

- Community Counseling Center, substance abuse treatment (\$45,223)
- FISH Facility Improvement Project (\$37,975)
- ADA Sidewalk Improvements-Long Street (\$203,658)
- Food for Thought (\$8,000)
- Carson City School District (\$25,000)

FY12:

- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,755)
- RSVP Home Companions Respite Care (\$13,788)
- Community Counseling Center, methamphetamine treatment (\$13,788)
- FISH Facility Improvement Project (\$76,500)
- ADA Sidewalk improvements-Woodside Dr. (\$180,610)

FY11:

- CASA Transition Items/Publicity Supplies (\$11,000)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$50,168)
- RSVP Home Companions Respite Care (\$10,000)
- ADA Sidewalk Improvements-Long Street (\$121,378)
- Community Center ADA upgrades (\$127,000)
- Partnership Carson City Building Upgrade (\$26,322)
- FISH Facility Improvement Project (\$43,300)
- Community Greenhouse and Garden (\$29,288)

FY10:

- CASA Facility Improvements (\$7600)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,704)
- ADA Sidewalk Improvements-Empire Elementary (\$173,727)
- Community Counseling Center, methamphetamine treatment (\$34,255)
- Community Center ADA restrooms (\$104,498)

FY09:

- Community Counseling Center, methamphetamine treatment (\$33,932)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$31,520)

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- ADA Sidewalk Improvements-Washington St/transit access (\$306,466)

FY08:

- Community Counseling Center, methamphetamine treatment (\$58,343)
- Ron Wood Family Resource Center, Reach Up! counseling program (\$9,982)
- ADA Sidewalk Improvements-Empire Elementary School area (\$52,984)
- Boys and Girls Club play fields construction (\$253,500)

FY07:

- Community Counseling Center, methamphetamine, additional counselor (\$38,437)
- Nevada Health Center bilingual Nevada Check-up and Medicaid eligibility worker (\$30,202)
- Carson City Fire Department fire engine purchase, serving LMI area (\$297,435)

Key CDBG Program Documents

The following documents are required by HUD in the administration of the program:

- Annual Action Plan – The Annual Action Plan is adopted after the Board of Supervisors selects projects and funding. It is a one-year spending plan that describes the uses of CDBG resources, specific housing and community development activities, and beneficiaries to be assisted in the coming fiscal year.
- Consolidated Plan – The Consolidated Plan is a five-year comprehensive planning document that identifies the City's overall need for affordable and supportive housing, and community development, and it outlines a strategy to address those needs. Carson City's Consolidated Plan has been updated for 2014-2018.
- Consolidated Annual Performance Evaluation Report (CAPER) – The CAPER is required each year by HUD to report on progress the City is making to meet the goals and objectives set forth in the Consolidated Plan.

FY 18 Grant Cycle Key Dates

The CDBG grant cycle is on a fiscal year running from July 1st through June 30th. The following are some key dates for FY18 grant period:

- January 13 – CDBG applications due to Finance Department.
- February 9 – Application Review Workgroup, comprised of Carson City community members, reviews applications and makes recommendations to the Board of Supervisors regarding the ranking and funding of applications.
- March 2 – The Board of Supervisors takes action to allocate funding to projects
- March 3-April 1 – Public comment period for Annual Action Plan and Consolidated Plan.

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- April 6 – The Board of Supervisors takes action to approve the Annual Action Plan and Consolidated Plan.
- April/May – HUD informs Carson City of the award of funding for the recommended projects.
- May 15 – The Annual Action Plan and Consolidated Plan is due to HUD.
- Summer/fall – Prepare the Consolidated Annual Performance Evaluation Report (CAPER) for HUD.



Community Development Block Grant (CDBG) Program Application Fiscal Year 2017-2018

GENERAL INFORMATION

PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: **JANUARY 13, 2017, 4:00 P.M.**
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:

Carson City Dept. of Finance
201 N. Carson St., Ste. 3
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. An electronic version of this document is available at CARSON.ORG/CDBG.

APPLICANT INFORMATION

Agency Name: RON WOOD FAMILY RESOURCE CENTER	
Agency Mailing Address: 2621 Northgate Lane #62, Carson City, NV 89706	
Project Name: Reach Up	
Project Address/Location: 2621 Northgate Lane #62, Carson City, NV 89706	
Agency Director: Joyce Buckingham	
Board Chairperson: Gere' Clark	
Contact Person: Joyce Buckingham	
Phone Number: (775) 884-2269	Email: executive_director@carson-family.org
Fax: (775) 884-2730	Website (if applicable): www.carson-family.org
How long has your organization been in existence? 21 years	In Carson City? 21 years

PROJECT FUNDING

Requested amount:	35,000.00
Other funding:	9,240.00
Total project cost:	44,420.00

PROJECT SUMMARY

Please provide a **brief** summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be **no more than five sentences**.

"Reach Up!" is a comprehensive behavioral health treatment and case management program designed to identify, support and counsel Carson City youth from 3 – 17 yrs. of age that are in crisis. Services are provided by our Licensed Social Worker onsite at the Ron Wood Family Resource Center facility.

FUNDING CATEGORY

<input type="checkbox"/> Public Improvements	<input checked="" type="checkbox"/> Public Services
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Housing

PROJECT ELIGIBILITY

- A. This project meets at least ONE of the HUD national objectives listed below (please check all that apply)

- XXXX 1. Benefits low/moderate income individuals/households
_____ 2. Addresses the prevention or elimination of slums or blight
_____ 3. Meets a particularly urgent community development need

- B. Check all statements that describe HOW this project meets one of the National Objectives above:

_____ ***L/M Area Benefit:*** the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. ***Examples:*** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

XXX ***L/M Limited Clientele:*** the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. ***Examples:*** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

_____ ***L/M Housing:*** the project adds or improves permanent residential structures that will be occupied by L/M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

_____ ***L/M Jobs:*** the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income persons. ***Examples:*** loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

_____ ***Microenterprise Assistance:*** the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

_____ **Slum or Blighted Area:** the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ **Spot Blight:** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. **Examples:** historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

XXX Public Service (i.e., a new service or an **increase** in the level of service

_____ Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).

_____ Acquisition of Real Property

_____ Disposition of Real Property (sale, lease or donation)

_____ Privately-Owned Utilities

_____ Relocation Payments and Assistance to Displaced Persons

_____ Removal of Architectural Barriers, Handicapped Accessibility

_____ Housing Rehabilitation (weatherization)

_____ Historic Preservation

_____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations

_____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). 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, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. **(please use allotted space)**
 - Reach Up is an ongoing comprehensive behavioral health treatment and case management program designed to identify, support and counsel the Carson City youth from 3 – 17 years of age in crisis due to loss of a loved one, at-risk of suicide, suffer from extreme dysfunctional family issues, are having poor educational performance, truancy or chemical dependency issues. Reach Up began in Carson City in 2007 serving very low to moderate-income youth. Reach Up specifically targets youth in crisis and troubled youth. The following proposal would allow us to serve youth with additional services effectively both individually through our support groups.
 - Reach Up will provide educational & behavioral health counseling to assist youth and their family in gaining the ability to communicate in a healthy family environment, to interact responsibly, work with mentors and peers toward realizing appropriate methods of dealing with catastrophic issues, improve critical thinking skills, develop a network of individuals to work alongside and methodically deal with overwhelming situations.
 - Reach Up is planning on expanding services by extending outreach and services targeting at-risk youth including but not limited to foster youth (both in and out of care), youth on probation, youth that are raised by their grandparents or another family member and youth at risk of running away. Reach Up will also provide free substance abuse assessments and ongoing counseling through Carson Professional Group as deemed appropriate. Carson Professional Group will offer qualified Reach Up clients' free services based on their eligibility with the Reach Up program. Reach Up! will also offer free counseling by a LCSW and MSW Interns to youth and families when appropriate. The expansion will include new youth groups that focus on self-harm behaviors that manifest due to mental health issues faced by our youth as well as referrals because of the SARB (School Attendance Review Board) truancy referrals. Extended services will be offered by both our licensed social worker and our UNR Social Work Interns.
 - Reach Up will offer:
 1. Reach Up intake to determine participant need including but not limited to: Initial contact with a Family Advocate to pre-screen participants for appropriateness of services and to evaluate other family needs, determine

income status, family size, residency, race/ethnicity, areas of concern and referral to a *Reach Up* behavioral health professional. Financial documentation are provided to ascertain LMI eligibility and be copied and available for review in each client file.

2. *Reach Up* counseling will consist of up to 10 free individual counseling/case management sessions per youth with a qualified professional Licensed Social Worker and referrals to the *Reach Up* process and therapeutic support groups for ongoing support and follow-up as needed. Group sessions are continued on a gratis basis as long as the youth and family exhibit the need and desire for services.
3. *Reach Up* support groups for age specific youth and facilitated by our Licensed Social Worker and Social Work Interns. *Reach Up* will also be offering educational support groups facilitated by a Licensed Social Worker. Our focus will be to provide gratis services for *Reach Up* youth and families and serve as a triage point for youth and families to access low cost or no cost additional services outside of our scope of work.
4. *Reach Up* will make direct referrals to in-house programs such as our evidence-based program, Positive Action, in which the youth and parents attend classes' simultaneously in separate groups and then attend a joint family "wrap-up" session after every class. Positive Action focuses on working together as a family in a holistic manner to elicit positive communication and positive change for the benefit of all family members. Anger Management (F.I.R.E.) and Prevention of Bullying classes are available to youth in age specific workshops.
5. *Reach Up* will also provide follow-up services for up to a year to insure youth and family functioning and constructive behaviors and relationships ensue.
6. *Reach Up's Rapid Response Team* will be expanding services to include **preventative** individual and group support at requesting schools. Nationally, youth are suffering from mental health disorders and consequently school and community violence ensues. The Carson City Sheriff's Department, our juvenile service providers and educational partners have requested we take the *Reach Up Rapid Response Team* approach to the schools highlighting "*Risk Factors and Resources*" in a presentation format helping youth identify problems that stem from substance abuse, negative peers, family conflict, lack of supports, poor academic performance, bullies, gangs and poor self-esteem. When youth have opportunities to identify their risk factors with an equal amount of resources the probability of unacceptable behavior and consequences diminish. Appropriate referrals for counseling are given to youth that represent themselves in the moderate or higher range of the risk factors inventory.
7. *Reach Up's Rapid Response Team* available to offer support services on an emergency response basis. The *Reach Up Response Team* is available for

counseling and support to our partners when tragedy or emergent situations occur. With a focus on availability and accessibility of services, the *Reach Up Response Team* offers services at the Ron Wood Family Resource Center, school locations and residential visits.

8. *Reach Up* meets the HUD National Objective and the Carson City Consolidated Plan. *Reach Up* services are offered to our very low/moderate income youth that meet the screening criteria. Ron Wood Family Resource Center received designation by HUD/CDBG as a LMI facility based on the youth and families that access services as well as the location of the center. *Reach Up!* meets the National Objective benefiting a specific group of people at least 75% are **L/M Limited Clientele** by serving abused children, homeless, foster children & youth with mental health issues.
9. *Reach Up* also meets priority needs as stated by the Carson City Consolidated Plan; Handicapped Services, Youth Services, Substance Abuse Services, Health Services, Other Services including prevention of truancy, crime prevention and enhancing coping and life skills.

2. If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:

MEASURABLE PROGRAM OUTPUTS	GOAL 2016-17 (6 months) CSSG GRANT	ACTUAL 2016-17 (6 months) GRANT OUTPUTS	% OF GOAL ATTAINED FIRST 6 MONTHS
# <i>Reach Up</i> intake sessions to determine eligibility to program	150	194	129%
# <i>Reach Up</i> Youth (LMI) served (1 – 10 sessions each)	150	194	129%
# <i>Reach Up</i> counseling sessions to be conducted	350	554	158%
# <i>Reach Up</i> youth support group sessions to be conducted	350	424	121%
# <i>Reach Up</i> Rapid Response/ Risk Factors and Resources preventative programming sessions conducted	6	5	83%
% <i>Reach Up</i> case files documenting activities	100%	100%	100%
% <i>Reach Up</i> families receiving a closing letter and satisfaction survey	100%	100%	100%
% <i>Reach Up</i> families responding to the survey will indicate a favorable evaluation of the program	90%	92%	102%
% <i>Reach Up</i> families will have case files documenting all eligibility criteria, financial eligibility, counseling sessions, goal attainment, program activities, referrals, assessments and post-program outcomes	100%	100%	100%
% of all participants that are Carson City residents	95%	88%	93%
% of all participants that are LMI	95%	91%	96%

3. Describe who will benefit from the proposed project.

- Reach Up will offer services to youth and families in the Carson City area and serve youth that “slip-through-the cracks” with state and private behavioral health service providers. Reach Up will offer low to moderate income families the same accessibility to therapy and counseling services that presently utilized by moderate – higher income families and households. Ron Wood Family Resource Center is located in a LMI designated area in Carson City. Our walk-in center provides 8000 - 9000 individuals units of service per month. Of all individuals served, over 95%+ are in the LMI income category and are Carson City residents.
- The needs of the underserved low-income youth of our community are many times overlooked and therefore these youth are unable to process emotional trauma and move through life-changing events and situations. As a result, long-term behavioral problems, drug abuse, criminal activity, truancy and poor performance in school ensue. These situations result in the inability to have healthy and productive social and family relationships.
- The Rural Children’s Mental Health Consortium (RCMHC) has advocated for increased mental health services for children, youth, and their families. The RCMHC actively pursues partnerships, with both public and private agencies, to help enhance the availability of services throughout the state and will continue to do so. Unfortunately, mental health services remain a needed commodity in most of Nevada’s rural and frontier communities. Dedicated public employees, especially those working for DCFS, Rural Clinics, juvenile justice and education, carry large workloads and become overburdened with service delivery needs. Particularly true with services to children and families, high workloads contribute to staff turnover and impair the ability of clinicians to learn and implement new service delivery models, such as evidence-based practices. Taken together, these factors decay the performance rate leading to long waitlists, inefficient service delivery, and demands for system change. *

* 2013 Nevada Rural Children’s Mental Health Consortium

- In rural Nevada, State of Nevada Rural Clinics is merely addressing the tip of a children’s mental health crisis. For every child currently in service, there are likely 14 – 16 youth in need of behavioral health services. Rather than contemplating an expansion of programs to meet this need, Rural Clinics is facing a downsizing initiative. **

** 2013 Nevada Rural Children’s Mental Health Consortium

- Nevada ranked 50th on the percent of its children uninsured in 2013 (1 = best, 50 = worst). 15% of the state’s children were without health-insurance coverage. 22.9% of children under 18 in Carson County are below the poverty level. Teen birth rate in Carson County is 34 in 1000. These factors demonstrate a community need to embrace and nurture our children in support of collaborative mental health programming. ***

*** Nevada Kids Count State-Level Data Online – June 2015

4. If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

XXX Abused Children Illiterate Persons XXX Homeless Persons
 Battered Spouses XXX Severely Disabled Adults Migrant Farm Workers
 Elderly XXX Other (Please explain)*

*Reach Up will serve youth 3 – 17 years of ages that are in crisis due to abuse or neglect, suffering from extreme dysfunctional personal/family situations, distraught due to the loss of a loved one, are at-risk of suicide, are trying to work through poor educational performance, are truant and/or have chemical dependency issues. Many of our Reach Up participants are in a homeless situation as well. Services are also offered in Spanish to reach Spanish-speaking clients.

5. If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income:

We plan to serve both limited clientele as well as individuals that are in the LMI category. Processes are in place to obtain financial documentation at the first appointment and provide documentation in case files. The documentation process is in the data-tracking portion of this grant proposal.

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

- CDBG funding will support 100% direct costs of Reach Up. Ron Wood Family Resource Center will provide additional funding to support for most operating expenses including extra clerical support, Positive Action and other class instruction costs and operating costs at the center. Saint Mary's Bereavement Program and Carson Professional Group will provide the oversight of the program by Licensed Clinical Social Workers. LCSWs will provide mental health assessments, extensive counseling/therapy (as needed), and oversight of the therapeutic support groups and the availability of substance abuse assessments. These services will be provided on a gratis basis.

7. Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.

- Ron Wood Family Resource Center has plans to charge a fee-for-service cost to families that can afford to pay for services. RWFRC has also applied to become a Medicaid provider with the hope to generate funding from individuals on Medicaid. As a family resource center, our philosophy is to offer services to all youth and families regardless of their ability to pay for services. Ron Wood is increasing fund raising opportunities to stimulate the non-restrictive funding stream for crucial programming. Currently, our Community Essentials Food Bank receives the greatest amount of non-restrictive funding through donations. Food insecurity has remained a top priority for these funds. We are hopeful additional fund raising will decrease the amount of grant funding needed for Reach Up's essential services in the future.

8. Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.

- Yes - Services would be provided for fewer youth. This does not diminish the demand for these services that continue to increase as affordable services are decreasing.

Although the Affordable Care Act and extended Medicaid program have decreased some of the need, available mental health services remain minimal. RWFC is continually receiving referrals as many individuals that are unable to access services through Carson Rural Counseling and Supportive Services and other Medicaid service providers. Ron Wood will continue to serve youth with behavioral health services, work in concert with outside professionals and offer these youth services in an accessible manner.

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

- No – There is not another agency in our rural area that provides free individual and group sessions. The only option these LMI families have is to utilize State of Nevada – Public and Behavioral Health services. Carson Rural Counseling and Supportive Services serves the extreme cases only. CRCSS also schedules their appointments weeks to months down the road unable to address critical issues with immediate service.

10. What is the geographic target area that will be served by this project?

☐ Target Area (specify geographic area) _____

OR

☒ Community-wide

For Public Improvement (construction) Projects ONLY: N/A

1. Is the proposed project part of a larger project or is it a stand-alone project? (If part of a larger project, please describe the entire project.)

2. Can this project be done in different phases? ____ Yes ____ No
If YES, explain.

3. Have CDBG funds been used for an earlier phase? ____ Yes ____ No

4. Who currently holds title to the property involved?
5. With whom will title be vested upon completion?
6. Do any rights-of-way, easements or other access rights need to be acquired?
_____ Yes _____ No _____ N/A
7. If the project requires water rights or well permits, have they been acquired?
_____ Yes _____ No _____ N/A

For CDBG Economic Development projects ONLY: N/A

1. Identify the proposed employers that will be assisted with this project; (b) describe how they will comply with the requirement that at least 51% of the permanent full-time jobs created are either held by or made available to LMI persons; and (c) explain how they will document the jobs created and the income levels of the persons hired.

For CDBG Housing Projects please indicate: N/A

The number of homes to be rehabilitated: _____

The number of persons to be benefited: _____

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?

Reach Up will provide:

- 300+ Reach Up intake sessions (15 - 30 minutes each) to determine eligibility of youth in need of services
- 300+ Reach Up LMI targeted clients will be served (up to 10 x 50 minute sessions)
- 700 Reach Up youth counseling sessions (50 minutes each) will be conducted
- 700 Reach Up youth process/therapeutic support group sessions (1 hour each) will be conducted
- Reach Up's Rapid Response Team will facilitate 6 youth group sessions highlighting Risk Factors and Resources preventative programming at an age specific delivery process.
- All Reach Up client case files will document all activities including; intake, welcome form, family goal worksheets, release of information (if applicable), progress notes and program follow-up information.
- All Reach Up families will receive a closing letter, satisfaction surveys to determine program satisfaction and to determine the need for additional services for 1 year after services delivery is completed.

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?

- 300 Reach Up LMI targeted clients will be served (up to 10 - 50 hour sessions each)
- 300 Reach Up families will be invited to participate in family classes
- 700 Reach Up group sessions will be completed
- 700 Reach Up counseling sessions will be conducted
- 95%+ of the participants will be LMI
- 95%+ of all participants will be 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?)

- 100% of 300 Reach Up targeted clients will complete intake sessions
- 100% of 300 Reach Up targeted clients will attend 1 - 10 individual sessions including behavioral and educational counseling, learning how to cope with traumatic events, anger management training, learning to reduce poor decision making; criminal activity, substance abuse behaviors, truancy and academic apathy. Reach Up will instill positive communication for positive results, work toward building personal assets while improving self-esteem.

- 100% of *Reach Up* clients will have case files documenting all income level, eligibility criteria, counseling sessions, goal attainment, program activities, referrals, assessments and post-program survey outcomes.
- 90% of 300 families responding to the survey will indicate a favorable evaluation of the *Reach Up* program

4. How do you plan to track clients served?

- Systems are currently in place to document, monitor and report data for the *Reach Up* program. Our Licensed Social Worker inputs outcomes on an Excel spreadsheet for easy calculation and access. Data collection has been in place for CDBG since 2007.
- Our Licensed Social Worker captures all daily activities and documents all information in case files on a timely basis.
- Our Licensed Social Worker reports all program data to the Executive Director on a monthly, quarterly and annual basis.
- Intake Form: First contact information to determine appropriateness for services
- Welcome Form: Captures demographics on income, family size, residency, family individual members, race/ethnicity, other services requested through our center and community partners.
- Proof of Income: Copies of income verification are on file for monitoring.
- Family Goal Worksheets: The Licensed Social Worker assists the youth in setting attainable self-directed goals and documents progress.
- Progress Notes: Chronological case management in all activities, referrals & sessions
- Post-Program Satisfaction Survey: Results are documented in each case file.
- Mental Health Assessments: Mental health assessments are conducted through Carson Professional Group as needed.
- Substance Abuse Assessments: Substance abuse assessments are conducted as needed.
- Valeri Wood, LCSW from Saint Mary's Bereavement Program and Carson Professional Group will oversee the *Reach Up Rapid Response Team*, mental health assessments, substance abuse assessments and act as consultant when dealing with youth with specific mental health issues. Valeri Wood is offering all of her services gratis.
- *Reach Up* data for the 2016-17 fiscal year-to-date support the need (Attachment 8)

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match "Other Funding" from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title: <i>Reach Up!</i>	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2017-18				
Personnel Costs	33,650.00	0	0	33,650.00
Office Supplies	400.00	0	0	400.00
Postage	100.00	0	0	100.00
Annual Audit/Tax Preparation	350.00	0	0	350.00
Utilities/Garbage/Water	0	650.00		650.00
Communications	0	590.00		590.00
Liability/Workers Comp	500.00	0	0	500.00
Professional Counseling Donation	0	0	8000.00	8000.00
TOTALS	35,000.00	1240.00	8000.00	44,240.00

AGENCY ASSETS

Unrestricted cash	66,926.00 – General Fund 12/31/16
Restricted cash*	0
Total cash on hand	66,926.00

*If restricted cash, attach description and amount of restriction

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe.

Ron Wood receives one grant from CSSG for youth services. RWFRRC will be applying for the CSSG to defray indirect costs not allowed by grants.

RWFRRC also receives free rent from the City allowing us to focus more funding for client services. Since 2010, City of Carson has provided 8148 square feet for center operations. Consequently, these grant funds increase programming to address gaps in service for our community.

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Personnel Costs	33,650.00	1 Licensed Social Worker .50 FTE @ 27.38 per hour (w/fringe) 20 hours per week x 52 weeks 1 Family Advocate .05 FTE @ 22.57 per hour (w/fringe) 3 hours per week x 52 weeks 1 Office Support Staff .05 FTE @ 15.90 per week (w/fringe) 2 hours per week x 52 weeks
Office Supplies	400.00	5% of office supply budget
Postage	100.00	5% of postage budget
Annual Audit/Tax Preparation	350.00	5% of cost to have CPA firm complete annual audit/taxes
Liability/Workers Comp	500.00	5% of cost for workers comp and liability insurance
Professional Counseling	8000.00	100 hours x 80.00 per hour as in-kind from professional counselors as volunteer service donation to Reach Up! (Donation – IN-KIND)
Utilities/Garbage/Water	650.00	5% of Facility Maintenance budget (General Fund)
Communications	590.00	5% of communications budget (General Fund)

PROJECT ADMINISTRATION

AGENCY DIRECTOR

Name:	Joyce Buckingham
Title:	Executive Director
Address	2621 Northgate Lane #62, Carson City, NV 89706
Phone number:	(775) 884-2269
Email:	executive_director@carson-family.org

PROJECT MANAGER

Name:	Lisa Yesitis
Title:	Reach Up Coordinator – Licensed Social Worker
Address	2621 Northgate Lane #62, Carson City, NV 89706
Phone number:	(775) 884-2269
Email:	lisa@carson-family.org

FISCAL MANAGER

Name:	William Maier
Title:	Fiscal Manager
Address	2621 Northgate Lane #62, Carson City, NV 89706
Phone number:	(775) 884-2269
Email:	bill@carson-family.org

PERFORMANCE TRACKING CONTACT

Name:	Lisa Yesitis
Title:	Reach Up Coordinator – Licensed Social Worker
Address	2621 Northgate Lane #62, Carson City, NV 89706
Phone number:	(775) 884-2269
Email:	lisa@carson-family.org

AGENCY INFORMATION


Date of incorporation	4-9-1997
Date of IRS certification	5-23-1997
Tax exempt number	IRS – 86-0865470 NV – RCE-012-907
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	867923401

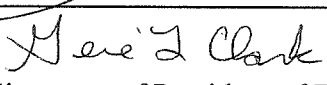
Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	✓
2	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. OR Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	✓
3	Current Organization Chart with names of staff members	✓
4	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 CSSG funds.]	✓
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statement, General Ledger, Balance Sheet	✓
7	Funding commitment letters and/or letters of support (if applicable)	✓
8	Reach Up! Additional Statistics from 2016-17	✓

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>1-11-17</u>
Joyce Buckingham, Executive Director Typed Name and Title of Authorized Official	775-884-2269 Phone Number

 Signature of President of Board of Directors	Date <u>1-11-17</u>
Gere' Clark Typed Name of President of Board of Directors	775-884-2269 Phone Number

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 23 1997

RON WOOD FAMILY RESOURCE CENTER
637 S STEWART ST STE D
CARSON CITY, NV 89701

Employer Identification Number:
86-0865470

DLN:
17053125159007

Contact Person:
D. A. DOWNING

Contact Telephone Number:
(513) 241-5199

Accounting Period Ending:
June 30

Foundation Status Classification:
509(a)(1)

Advance Ruling Period Begins:
April 9, 1997

Advance Ruling Period Ends:
June 30, 2001

Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we

Letter 1045 (DO/CG)

John Starnes
5-16-97 9A 51 02-197

RON WOOD FAMILY RESOURCE CENTER

will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Requests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If you are required to file a return you must file it by the 15th day of the fifth month after the end of your annual accounting period. We charge a penalty of \$10 a day when a return is filed late, unless there is reasonable

Letter 1045 (DO/CG)

RON WOOD FAMILY RESOURCE CENTER

cause for the delay. However, the maximum penalty we charge cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. We may also charge this penalty if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

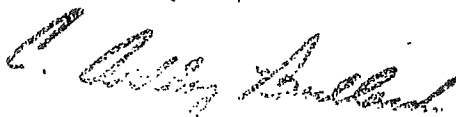
Since you have not indicated that you intend to finance your activities with the proceeds of tax exempt bond financing, in this letter, we have not determined the effect of such financing on your tax exempt status.

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



District Director

Enclosure(s):
Form 872-C

Letter 1045 (DO/CG)

RON WOOD FAMILY RESOURCE CENTER

Business Entity Information

Status:	Active	File Date:	4/9/1997
Type:	Domestic Non-Profit Corporation	Entity Number:	C7621-1997
Qualifying State:	NV	List of Officers Due:	4/30/2017
Managed By:		Expiration Date:	
NV Business ID:	NV19971146602	Business License Exp:	

Additional Information

Central Index Key:	
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Registered Agent Information

Name:	WILLIAM MAIER	Address 1:	18 CANYON DR
Address 2:		City:	CARSON CITY
State:	NV	Zip Code:	89703
Phone:		Fax:	
Mailing Address 1:		Mailing Address 2:	
Mailing City:		Mailing State:	NV
Mailing Zip Code:			
Agent Type:	Noncommercial Registered Agent		

Financial Information

No Par Share Count:	0	Capital Amount:	\$ 0
No stock records found for this company			

Officers

☐ Include Inactive Officers

Director - JOYCE BUCKINGHAM

Address 1:	1321 KIM PLACE	Address 2:	
City:	MINDEN	State:	NV
Zip Code:	89423	Country:	USA
Status:	Active	Email:	

President - GERE CLARK

Address 1:	2374 CHRISTMAS TREE DRIVE	Address 2:	
City:	CARSON CITY	State:	NV
Zip Code:	89703	Country:	USA
Status:	Active	Email:	

Secretary - VALERI WOOD

Address 1:	2618 ERIN COURT	Address 2:	
City:	MINDEN	State:	NV

ATTACHMENT 2

Zip Code:	89423	Country:	USA
Status:	Active	Email:	
Treasurer - VALERI WOOD			
Address 1:	2618 ERIN COURT	Address 2:	
City:	MINDEN	State:	NV
Zip Code:	89423	Country:	USA
Status:	Active	Email:	

Actions\Amendments

Action Type:	Articles of Incorporation		
Document Number:	C7621-1997-001	# of Pages:	12
File Date:	4/9/1997	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-007	# of Pages:	2
File Date:	4/27/1998	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-004	# of Pages:	3
File Date:	10/17/1999	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-005	# of Pages:	1
File Date:	3/29/2000	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-006	# of Pages:	1
File Date:	3/25/2001	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-003	# of Pages:	1
File Date:	3/18/2002	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-008	# of Pages:	1
File Date:	5/5/2003	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	C7621-1997-002	# of Pages:	1
File Date:	4/15/2004	Effective Date:	
List of Officers for 2004 to 2005			

ATTACHMENT 2

Action Type:	Annual List		
Document Number:	20050276269-89	# of Pages:	1
File Date:	6/30/2005	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20060122040-07	# of Pages:	1
File Date:	2/28/2006	Effective Date:	
(No notes for this action)			
Action Type:	Amended List		
Document Number:	20060738016-53	# of Pages:	1
File Date:	11/14/2006	Effective Date:	
(No notes for this action)			
Action Type:	Registered Agent Change		
Document Number:	20070818621-05	# of Pages:	1
File Date:	12/3/2007	Effective Date:	
(No notes for this action)			
Action Type:	Acceptance of Registered Agent		
Document Number:	20080414197-16	# of Pages:	1
File Date:	6/18/2008	Effective Date:	
(No notes for this action)			
Action Type:	Reinstatement		
Document Number:	20080414198-27	# of Pages:	1
File Date:	6/18/2008	Effective Date:	
REIN			
Action Type:	Annual List		
Document Number:	20090533033-88	# of Pages:	1
File Date:	7/1/2009	Effective Date:	
09-10			
Action Type:	Annual List		
Document Number:	20100382992-06	# of Pages:	1
File Date:	5/28/2010	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20110197700-78	# of Pages:	1
File Date:	3/16/2011	Effective Date:	
(No notes for this action)			
Action Type:	Amended List		
Document Number:	20110627562-22	# of Pages:	1
File Date:	8/26/2011	Effective Date:	
(No notes for this action)			
Action Type:	Registered Agent Change		

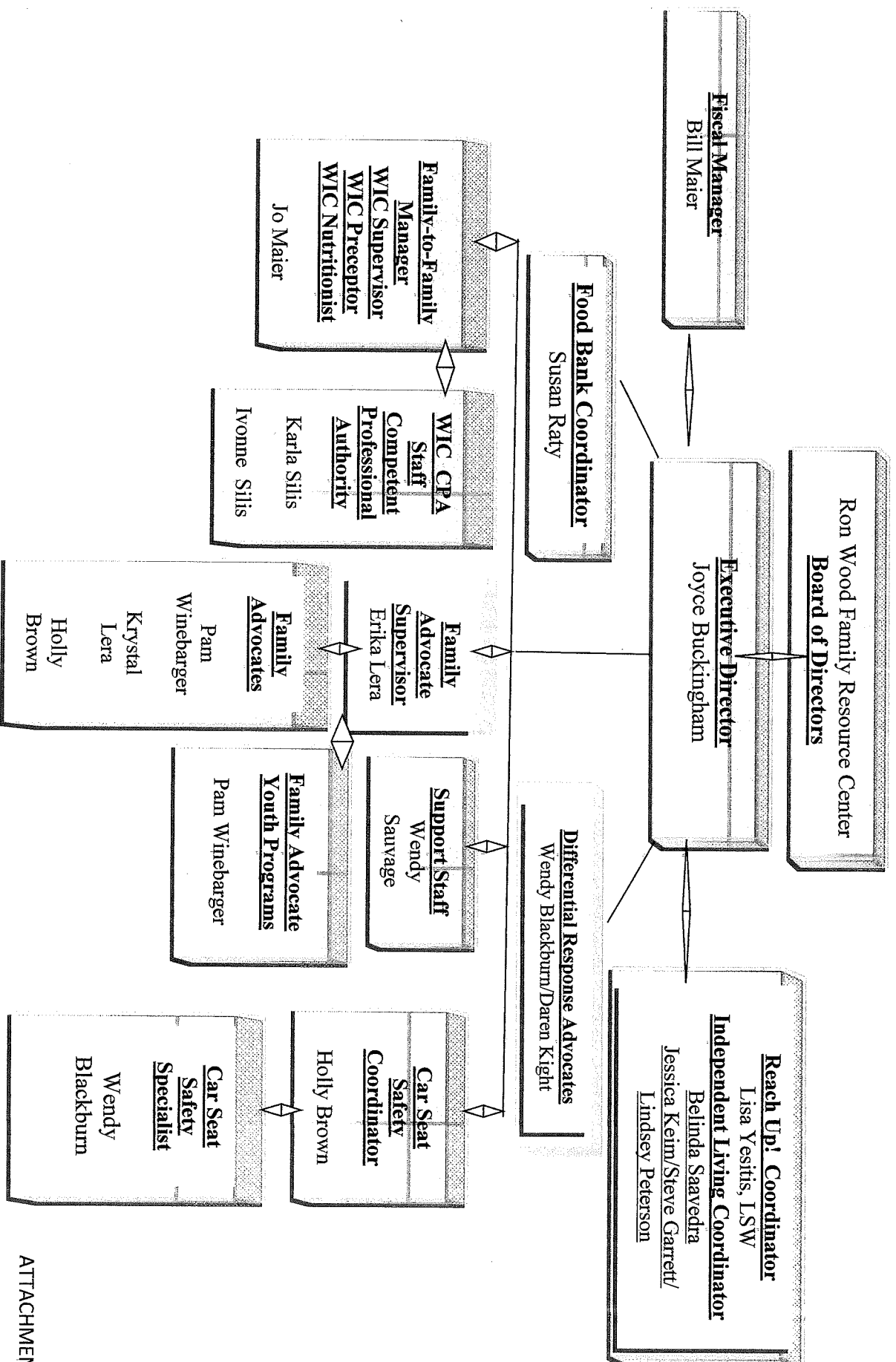
ATTACHMENT 2

Document Number:	20110627565-55	# of Pages:	1
File Date:	8/26/2011	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20120108162-03	# of Pages:	1
File Date:	2/15/2012	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20130294234-20	# of Pages:	1
File Date:	4/29/2013	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20140310466-07	# of Pages:	1
File Date:	4/29/2014	Effective Date:	
(No notes for this action)			
Action Type:	Charitable-Solicitation Registration Statement		
Document Number:	20140310470-62	# of Pages:	1
File Date:	4/29/2014	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20150044439-42	# of Pages:	1
File Date:	1/30/2015	Effective Date:	
(No notes for this action)			
Action Type:	Charitable-Solicitation Registration Statement		
Document Number:	20150044442-96	# of Pages:	2
File Date:	1/30/2015	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20160070323-24	# of Pages:	1
File Date:	2/17/2016	Effective Date:	
(No notes for this action)			
Action Type:	Charitable-Solicitation Registration Statement		
Document Number:	20160070324-35	# of Pages:	1
File Date:	2/17/2016	Effective Date:	
(No notes for this action)			
Action Type:	Registered Agent Change		
Document Number:	20160079103-49	# of Pages:	1
File Date:	2/22/2016	Effective Date:	
(No notes for this action)			

Ron Wood Family Resource Center

Organizational Chart

2016 - 2017



Name	Work Address	Home Address	Numbers	Email Address	Terms of Office	COMMITTEE ASSIGNMENTS
BOARD OFFICERS						
Gere' Clark Chair Person	James Gaskets – Owner/Manager 37 Enterprise Dayton, NV 89403	Gere' Clark 2374 Christmas Tree Drive Carson City, NV 89703	(H) 246-3109 (W) 246-2220 (c) 721-8840	GClark@jamesgaskets.com	2015 – 2017	PUBLIC RELATIONS
Adrienne Murphy Vice Chairperson	N/A – Retired	Adrienne Murphy 2443 Hunt Circle Carson City, NV 89701	775-461-0348 Leave of Absence DND	Agmurphy2003@yahoo.com	2015 – 2017	FUND RAISING
Valeri Wood Secretary Treasurer	Valeri Wood - LCSW	Valeri Wood 2618 Erin Court Minden, NV. 89423	(C) 781-2468 (H) 267-3222	carsonprof@aol.com valgal0199@aol.com	2015 – 2017	FUND RAISING
BOARD MEMBERS						
Paul Saucedo	N/A - Retired	Paul Saucedo 1231 Chaparral Drive Carson City, NV. 89703	(H) 883-3626 (F) 883-7650 (C) 721-6882	psauce@sboglobal.net	2015 – 2017	FUND RAISING
Rick Redican	N/A - Retired	Rick Redican 4257 Combs Canyon Rd Carson City, NV. 89703	(H) 882-6911 (C) 813-7087	Frankrick@sboglobal.net	2015 – 2017	POLICIES AND PROCEDURE FUND RAISING
Trina Dahlin	State of Nevada Deputy Attorney General Attorney General's Office	Trina Dahlin 330 Crystal Water Way Carson City, NV. 89701	(H) 887-0629 (C) 720-1552 (W) 684-1133	Tdahlin@ag.nv.gov	2015 – 2017	POLICIES AND PROCEDURES
Ali Bannister	Carson City Juvenile Services 7405 Saliman Carson City, NV 89701	Ali Bannister 1052 Chip Court Minden, NV 89423	(C) 316-0373 (W) 887-2033	abannister@carson.org	2015 – 2017	POLICIES AND PROCEDURES
Linda Allen	TRPA 128 Market Street Stateline, NV	Linda Allen 1400 Kim Place Minden, NV 89423	(C) 450-2645 (W) 775-589-5264	lallen@trpa.org	2015-2017	FUND RAISING
Greg Wood	Self Employed 201 Portrush Court Dayton, NV 89403	Greg Wood 201 Portrush Court Dayton, NV 89403	(C) 315-2191 (H) 246-7500	gregatw@gmail.com	2015 – 2017	FUND RAISING
Ken Furlong	Ken Furlong - Sheriff Carson City Sheriff's Office	---	(W) 887-2020 ext. 41910 (C) 722-5856	kfurlong@carson.org	2015 - 2017	FUND RAISING
ATTACHMENT 4	901 East Musser Street Carson City, NV. 89701					
VACANCY						

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- ▶ Do not enter social security numbers on this form as it may be public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.

2014

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2014 calendar year, or tax year beginning Jul 1, 2014, and ending Jun 30, 2015

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization Ron Wood Family Resource Center		D Employer identification number 86-0865470
	Doing business as		E Telephone number (775) 884-2269
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	
	2621 Northgate Lane	62	
	City or town, state or province, country, and ZIP or foreign postal code		
Carson City NV 89706-1619		G Gross receipts \$2,577,195.	
F Name and address of principal officer: Joyce Buckingham 2621 Northgate Lane, Suite 62 Carson City NV 89706-1619		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "No," attach a list. (see instructions)	
I Tax-exempt status	X 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or 527		
J Website: ronwoodcenter.org	H(c) Group exemption number ▶		
K Form of organization: X Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶	L Year of formation: 1997 M State of legal domicile: NV		

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: The organization was created to provide a community-wide cooperative effort between the private sector and governmental agencies in order to promote healthy family relationships through education and support services.			
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.			
	3 Number of voting members of the governing body (Part VI, line 1a)	3	9	
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	9	
	5 Total number of individuals employed in calendar year 2014 (Part V, line 2a)	5	24	
	6 Total number of volunteers (estimate if necessary)	6	235	
Revenue	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.	
	b Net unrelated business taxable income from Form 990-T, line 34	7b	0.	
	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year	
	9 Program service revenue (Part VIII, line 2g)	1,966,787.	2,560,093.	
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	17,870.	17,075.	
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	22.	27.	
	12 Total revenue — add lines 8 through 11 (must equal Part VIII, column (A), line 12)	6,724.		
		1,991,403.	2,577,195.	
	Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)		
		14 Benefits paid to or for members (Part IX, column (A), line 4)		
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		730,681.	822,016.	
16a Professional fundraising fees (Part IX, column (A), line 11e)				
b Total fundraising expenses (Part IX, column (D), line 25) ▶ 29,288.				
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)				
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		1,272,419.	1,682,036.	
19 Revenue less expenses. Subtract line 18 from line 12		2,003,100.	2,504,052.	
Not Assets or Fund Balances	20 Total assets (Part X, line 16)	-11,697.	73,143.	
	21 Total liabilities (Part X, line 26)	Beginning of Current Year	End of Year	
	22 Net assets or fund balances. Subtract line 21 from line 20	246,525.	334,808.	
		59,910.	62,506.	
		186,615.	272,302.	

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	05/13/16	Date
	Joyce Buckingham	Executive Director	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date
	Cory Wright		05/16/16
	Firm's name	Firm's EIN	PTIN
	CORY WRIGHT AND ASSOCIATES CPA	88-0407788	P00150239
	Firm's address	RENO NV 89502	Phone no. (775) 322-8337

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☐**1** Briefly describe the organization's mission:

The organization was created to
provide a community-wide cooperative effort between the private sector
See Form 990, Page 2, Part III, Line 1 (continued)

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If 'Yes,' describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If 'Yes,' describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4 a** (Code:) (Expenses \$ 2,404,766. including grants of \$ 1,009,586.) (Revenue \$ 2,976,945.)

Food Programs

Education, Training and Referral

Advocacy and Case Management

Other

4 b (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4 c** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4 d** Other program services. (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4 e Total program service expenses 2,404,766.

Ron Wood Family Resource Center
Fiscal Report as of 12/31/16 (cash basis)

Cash Balance at 12/31/16		Net Income: 7/1/16 to 12/31/16	
Checking Acct Balance	\$ 61,289	Receipts	\$ 692,766
Money Market Balance	\$ 2,817		
Savings Account Balance	\$ 328	Expenses	\$ 621,296
Paypal Account Balance	\$ 2,493		
Total Cash Balance:	\$ 66,926	Balance:	\$ 71,470

Activity To Date for Fiscal Year End 6/30/2017	FY 2017 Est. Budget	Posted 7/1/16- 12/31/16	Comments
Grant Income	\$ 1,092,114	\$ 653,203	
Other Income	\$ 16,776	\$ 5,965	Supv. Visits, Parenting, Car Seats, Other
Other Fundraising Donations	\$ 15,000	\$ -	Board Fundraiser
Donations -RWFRFC, Food Bank & Holiday Support	\$ 46,347	\$ 33,597	Direct Receipt and PayPal
Total Income:	\$ 1,170,237	\$ 692,766	
7000 · Grant & contract expense	\$ 76,740	\$ 51,088	Direct Services, Car seats, Birth certificates
7200 · Personnel Expense	\$ 870,546	\$ 500,344	
7500 · Contractual Services	\$ 62,583	\$ 9,878	Audit, Liability, IT, IVB Contactors, Admin Other
8100 · Operating Expenses	\$ 96,038	\$ 27,482	
8200 · Occupancy Expenses	\$ 9,481	\$ 13,659	
8300 · Travel & meetings expenses	\$ 21,199	\$ 16,686	
8300 · Training - Staff Development	\$ 600	\$ 2,159	
8500 · Equipment	\$ -	\$ -	
8700 · Board Fundraiser	\$ 15,000	\$ -	
9000 · Indirect	\$ 18,050	\$ -	Grant Income offset for non-budgeted expenses
Total Expenses:	\$1,170,237	\$621,296	

2:49 PM

01/05/17

Ron Wood Family Resource Center
Reconciliation Summary
1001 · City National Bank, Period Ending 12/31/2016

	Dec 31, 16
Beginning Balance	96,669.74
Cleared Transactions	
Checks and Payments - 112 items	-113,806.24
Deposits and Credits - 18 items	78,425.23
Total Cleared Transactions	-35,381.01
✓ Cleared Balance	<u>61,288.73</u> ✓
Uncleared Transactions	
Checks and Payments - 96 items	-78,323.87
Deposits and Credits - 11 items	43,291.22
Total Uncleared Transactions	-35,032.65
Register Balance as of 12/31/2016	<u>26,256.08</u>
New Transactions	
Checks and Payments - 10 items	-3,006.29
Deposits and Credits - 4 items	15,261.08
Total New Transactions	12,254.79
Ending Balance	<u>38,510.87</u>

Ron Wood Family Resource Center
CDBG - REACH UP Posted Transaction Detail
 July through December 2016

					Cash Basis
Date	Num	Source Name	Memo	Class	Paid Amount
7200 - Personnel Expense					
7220 - Salaries & wages					
07/01/2016	18179	Maier, William J	ADVOCACY/CASE MGT:Reach Up - CCCSS		36.40
07/01/2016	18190	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		108.15
07/01/2016	18190	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
07/01/2016	18190	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
07/01/2016	18171	Hixon, Alan G	ADVOCACY/CASE MGT:Reach Up - CCCSS		2.10
07/15/2016	18222	Maier, William J	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
07/15/2016	18233	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		259.56
07/15/2016	18233	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		97.34
07/15/2016	18233	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
07/15/2016	18214	Hixon, Alan G	ADVOCACY/CASE MGT:Reach Up - CCCSS		1.20
07/29/2016	18273	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		692.16
07/29/2016	18273	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
07/29/2016	18273	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		17.74
08/12/2016	18310	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		432.60
08/12/2016	18310	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		411.40
08/12/2016	18310	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
08/26/2016	18348	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		47.60
08/26/2016	18352	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		865.20
08/26/2016	18352	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
08/26/2016	18352	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
09/09/2016	18419	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		47.60
09/09/2016	18423	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		865.20
09/09/2016	18423	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
09/09/2016	18423	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
09/23/2016	18470	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		35.70
09/23/2016	18474	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		692.16
09/23/2016	18474	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
09/23/2016	18474	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/07/2016	18526	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		11.90
10/07/2016	18526	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		14.88
10/07/2016	18526	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		2.98
10/07/2016	18530	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		302.82
10/07/2016	18530	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		137.57
10/07/2016	18530	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/21/2016	18556	Maier, William J	ADVOCACY/CASE MGT:Reach Up - CCCSS		83.30
10/21/2016	18563	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		843.57
10/21/2016	18563	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/21/2016	18563	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/21/2016	18559	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/21/2016	18559	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
10/21/2016	18559	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18597	Buckingham, Joyce	ADVOCACY/CASE MGT:Reach Up - CCCSS		137.75
11/04/2016	18597	Buckingham, Joyce	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18597	Buckingham, Joyce	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18604	Maier, William J	ADVOCACY/CASE MGT:Reach Up - CCCSS		93.80
11/04/2016	18607	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18607	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18607	Sauvage, Wendy L	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00
11/04/2016	18611	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		497.49
11/04/2016	18611	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		89.76
11/04/2016	18611	Yesitis, Lisa A	ADVOCACY/CASE MGT:Reach Up - CCCSS		0.00

ATTACHMENT 6

Date	Num	Source Name	Memo	Class	Paid Amount
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	137.75
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18629	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	73.50
11/18/2016	18632	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18632	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18632	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	475.86
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	170.66
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18657	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	99.05
12/02/2016	18661	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18661	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18661	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	713.79
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	122.44
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	146.93
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18716	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	68.25
12/16/2016	18720	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18720	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18720	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	594.83
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	72.03
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	54.08
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	146.93
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18758	Maier, Jo A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18759	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	61.25
12/30/2016	18763	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18763	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18763	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	865.20
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
Total 7220 - Salaries & wages					10,630.48
7223 - Holiday					
07/01/2016	18179	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18179	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18171	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/01/2016	18171	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	43.26
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/15/2016	18214	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/15/2016	18214	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00

Date	Num	Source Name	Memo	Class	Paid Amount
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18348	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18348	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18419	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18419	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	4.17
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	77.00
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18556	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18556	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18559	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	15.31
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18604	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18604	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18607	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	65.32
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	15.31
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18629	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18629	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18632	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	71.81
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18657	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18657	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18661	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	178.45
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00

ATTACHMENT 6

Date	Num	Source Name	Memo	Class	Paid Amount
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	30.61
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18716	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18716	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18720	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18759	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18759	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18763	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
Total 7223 - Holiday					501.24
7245 - Health Benefit					
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	205.00
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
08/26/2016	18348	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	25.00
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	250.00
09/09/2016	18419	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	21.00
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	222.00
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	244.00
10/21/2016	18559	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18607	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	31.00
11/18/2016	18632	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	208.00
12/02/2016	18661	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18720	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	30.00
12/30/2016	18756	Lera, Erika L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.00
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	250.00
Total 7245 - Health Benefit					1,486.00
7246 - Medicare					
07/01/2016	18179	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.53

Date	Num	Source Name	Memo	Class	Paid Amount
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.57
07/01/2016	18171	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.03
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	5.80
07/15/2016	18214	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.02
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	13.27
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	12.24
08/26/2016	18348	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.06
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	16.17
09/09/2016	18419	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.68
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	12.08
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.87
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	14.37
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.43
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	6.39
10/21/2016	18556	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.21
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	15.77
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.20
11/04/2016	18604	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.36
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	9.46
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.65
11/18/2016	18629	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.05
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	12.52
12/02/2016	18657	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.44
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	12.95
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.19
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.08
12/16/2016	18716	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.00
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	10.46
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.56
12/30/2016	18759	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.89
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	16.17
Total 7246 - Medicare					181.47
7247 - Social Security					
07/01/2016	18179	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.27
07/01/2016	18190	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	6.71
07/01/2016	18171	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.13
07/15/2016	18233	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	24.81
07/15/2016	18214	Hixon, Alan G		ADVOCACY/CASE MGT:Reach Up - CCCSS	0.07
07/29/2016	18273	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	56.72
08/12/2016	18310	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	52.32
08/26/2016	18348	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	4.51
08/26/2016	18352	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	69.15
09/09/2016	18419	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	2.95
09/09/2016	18423	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	51.71
09/23/2016	18470	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	3.77
09/23/2016	18474	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	61.45
10/07/2016	18526	Sauvage, Wendy L		ADVOCACY/CASE MGT:Reach Up - CCCSS	1.84
10/07/2016	18530	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	27.31
10/21/2016	18556	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	5.18
10/21/2016	18563	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	67.43
11/04/2016	18597	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	9.47
11/04/2016	18604	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	5.79
11/04/2016	18611	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	40.46
11/18/2016	18622	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	11.42
11/18/2016	18629	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	4.55
11/18/2016	18636	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	53.53

Date	Num	Source Name	Memo	Class	Paid Amount
12/02/2016	18657	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	6.14
12/02/2016	18665	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	55.34
12/02/2016	18650	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	9.46
12/16/2016	18709	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	9.13
12/16/2016	18716	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	4.25
12/16/2016	18724	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	44.70
12/30/2016	18752	Buckingham, Joyce		ADVOCACY/CASE MGT:Reach Up - CCCSS	10.98
12/30/2016	18759	Maier, William J		ADVOCACY/CASE MGT:Reach Up - CCCSS	3.79
12/30/2016	18767	Yesitis, Lisa A		ADVOCACY/CASE MGT:Reach Up - CCCSS	69.15
Total 7247 · Social Security					776.49
7300 · Workman's Comp					
10/27/2016	debit	Nevada Retail Network	Workers' comp. insurance: SEPT'16 2.6	ADVOCACY/CASE MGT:Reach Up - CCCSS	6.21
11/30/2016	Debit	Nevada Retail Network	Workers' comp. insurance: NOV'16 3.4	ADVOCACY/CASE MGT:Reach Up - CCCSS	9.56
		Unemployment	\$625.05 Unemployment 1st Qtr		
12/20/2016	18742	Services Trust	2017 Allocated at % of Base Pay 3.4	ADVOCACY/CASE MGT:Reach Up - CCCSS	21.25
Total 7300 · Workman's Comp					37.02
Total 7200 · Personnel Expense					13,612.70
TOTAL					13,612.70

CARSON CITY/STOREY COUNTY
DEPARTMENT OF JUVENILE SERVICES

James T. Russell
District Judge Dept. I

JUVENILE PROBATION/DETENTION DIVISION
of the
FIRST JUDICIAL DISTRICT COURT

James E. Wilson, Jr.
District Judge Dept. II



Ali Banister
Chief of Juvenile Services

Linda Lawlor
Deputy Chief of Juvenile
Services

January 10, 2017

RE: Support of Reach Up Program for Ron Wood Resource Center

To Whom it May Concern,

As the Chief of Juvenile Service in Carson City, Nevada and member of the Ron Wood Board, I am writing to support the continued funding for the Reach Up Program at the Ron Wood Resource Center. The Reach Up Program has been a wonderful resource for our center and community, as it has been in existence since 2007. This program has served very low to moderate income youth, and has continued to target trouble youth and youth in crisis. This program has been a huge asset to our community. It has been an ongoing comprehensive behavioral and mental health treatment and case management program, which has identified, supported and counseled youth ages 3-17. Many of these youth have been in crisis due to loss of loved ones, at risk of suicide, those suffering from extreme family issues, those having poor educational performance, truancy and/or chemical dependency issues. Our Licensed Social Worker through Ron Wood Resource Center accepts referrals from the school district, Juvenile Services and other partners to assist these low to moderate income families and children with mental health concerns.

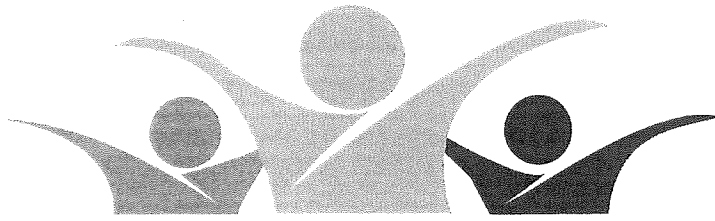
Ron Wood is seeking continued funding to allow the center to further serve youth in our community by offering additional services. It is the hope with these additional services, this program will effectively serve youth both individually and through group services. By adding these additional services, the Reach Up Program will provide educational and behavioral health counseling provided by the LCSW at Ron Wood, in order to assist youth and their families in gaining the ability to communicate in a healthy family environment. Through this communication, they will interact responsibly and work with mentors and peers toward recognizing the appropriate methods of dealing with catastrophic issues, improving critical thinking skills, developing a network of individuals to work alongside and methodically dealing with overwhelming situations.

In conclusion, I truly believe the Reach Up Program is making a difference in the community of Carson City, Nevada and more importantly being successfully run by the Ron Wood Resource Center. At this time, I would strongly encourage the continued support and funding for this program. I know it is making a difference in the youth we are serving.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ali Banister", written in dark ink.

Ali Banister
Chief Juvenile Probation Officer



PARTNERSHIP CARSON CITY
1711 NORTH ROOP STREET
CARSON CITY, NEVADA 89703
(775) 841-4730
WWW.PARTNERSHIPCARSONCITY.ORG
501(c)3 non-profit organization

Dr. Jack Araza, President
Executive Board of Directors

Mayor Bob Crowell, Chairman
Steering Committee

Kathlyn Bartosz, Executive Director

Valerie Cain, Nevada PMP Coordinator

January 10, 2017

To whom it may concern:

The Reach Up! Program offered through Ron Wood Family Resource Center is a vital service in our community. The emphasis over the past year or two on youth depression identification, suicide prevention, and reductions in aggressive and harmful behaviors has resulted in the need for more programs like Reach Up!. This program accepts referrals from the schools, JPO, and other service providers to assist children and their families better communicate, and identify where within the family system there is a need for additional services. Children who act out are often times identified as the family 'problem', when in reality their behavior would be expected given the dysfunction within the family that has not been previously identified. Many of our children come from homes where domestic violence, substance abuse, alcoholism, and abusive parenting are the norm. By its own definition, Reach Up!:

" ... is an ongoing comprehensive behavioral health treatment and case management program designed to identify, support and counsel the Carson City youth from 3 - 17 years of age in crisis due to loss of a loved one, at-risk of suicide, suffer from extreme dysfunctional family issues, or having poor educational performance, truancy or chemical dependency issues. "

There are approximately 22 Family Resource Centers in Nevada serving families across the state. Ron Wood stands out as providing the array of services to a diverse population. They are recognized for their accessibility and pro active response to new concerns within the community as they arise. Since 2007 Ron Wood Family Resource Center has been serving very low to moderate income youth using the *Reach Up!* Evidence-based Model. Within the same agency they have developed the resources and community relationships to effectively intervene with the family and other problems identified through Reach Up!

The Ron Wood Family Resource Center Executive Director, Joyce Buckingham is known throughout the community as a dynamic , innovative and pro active leader. She is always looking for cost effective and efficient ways to target limited resources where they need to be. Partnership Carson City has working with Ms. Buckingham for years, and have the utmost respect for her leadership and administrative skills. Her belief in Reach Up! comes from ten years of experience with the program and the documented positive outcomes. I urge you to give this application serious consideration as Reach Up! is addressing problems that our children should not experience.

Sincerely,
Kathlyn Bartosz

Kathlyn Bartosz, Executive Director

911 E Musser St.
Carson City, NV 89701



Ken Furlong
Sheriff

775-887-2500
Fax: 775-887-2026

To: Joyce Buckingham
Executive Director
Ron Wood Family Resource Center
2621 Northgate Lane #62
Carson City, NV 89706

From: Sheriff Ken Furlong

Date: January 10, 2017

Subject: Support for Reach Up Funding Opportunities

I am pleased to offer the support of the Carson City Sheriff's Office as opportunities are pursued, especially those pertaining to the *Reach Up* program initiatives. Community wide, we have committed a very strong emphasis on education and crisis prevention, and the *Reach Up* opportunity is one of those efforts in support of our priorities. The Ron Wood Family Resource Center has long been a positive and effective referral agency for many social and family challenges that we face in our community and the center is one of our strongest allies.

As law enforcement engages in a variety of family issues daily, it is a tremendous advantage to have ready resources capable of educating, mentoring, and building prevention efforts. These techniques have long been recognized as the most efficient and cost effective paths. Too often, front line first responders in America don't have the immediate resource access, yet the Family Resource Center offers referral services for effective options. When options are not available, both children and adults suffer as they are left without the tools to make life corrections. The *Reach Up* program provides families with opportunities.

My highest support is offered to the Ron Wood Family Resource Center in its endeavors to build stronger families and maximize our community efforts to address family crisis events through education and prevention.

Ken Furlong
Sheriff
City-County of Carson City



FIRST JUDICIAL DISTRICT COURT

CARSON CITY & STOREY COUNTY
STATE OF NEVADA

JAMES T. RUSSELL
District Judge, Department One
885 East Musser Street, Room 3061
Carson City, Nevada 89701
(775) 882-1996
Fax: (775) 887-2272

JAMES E. WILSON, JR.
District Judge, Department Two
885 East Musser Street, Room 3057
Carson City, Nevada 89701
(775) 882-1619
Fax: (775) 887-2296

January 11, 2017

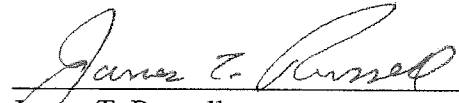
To Whom It May Concern:

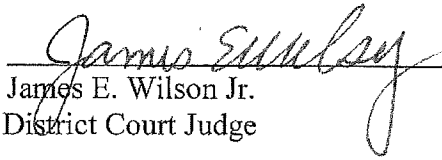
The Ron Wood Center (RWC) provides an invaluable service to the First Judicial District Court and to the community. RWC conducts parenting classes, supports families, and provides counseling services, financial assistance, and related supports for prevention of child abuse and neglect.

The RWC is an essential resource for the court. Without the resources of RWC educating parents and children, there would be more children suffering from neglect. This would have a lasting effect on children and future generations.

We are in support of RWC pursuing continued grant funding for the Reach Up program, providing vital ongoing comprehensive behavioral health treatment and case management to the at-risk youth in Carson City.

Sincerely,


James T. Russell
District Court Judge


James E. Wilson Jr.
District Court Judge

REACH UP PROGRAM STATISTICS – FISCAL YEAR 2016-17 TO DATE

Total participants 194
Total individual contacts: 554
Total group contacts: 424

Factors contributing toward need for Reach Up services:

Death	40%
Divorce	77%
Client sub abuse	5%
Family sub abuse	34%
Sex abuse	03%
Hi Family dysfunction	67%
Domestic violence	30%
Suicidal ideation	7%
Truancy	1%
Mental health client	15%
Family mental health	23%

Demographic information:

Carson residents	88%
Spanish speaking	9%
Caucasian	176 clients
Native	6 clients
African - American	1 clients
Asian	4 clients
Multi	0 clients
Other	7 clients
Hispanic	30%

Income Level

Very Low	67%
Low	14%
Moderate	<10%
Above range	<10%

Year to date additional information:

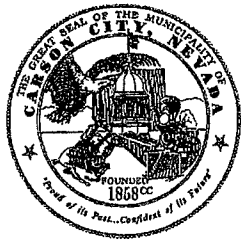
33 clients were referred out
31 attended 2 or less appointments
78 attended 3 or more to completion of goals
6 attended 3 or more sessions before discontinuing
46 are ongoing clients
65% of referrals come from schools

Groups

2 6-week self esteem/communication groups held at RWFRC
1 6-week self esteem group was held at CMS
1 3-week friendship group was held at CMS

Risk Factors and Resources

CMS – 11/18/16 and 12/1/16
RWC – 7/26/16 and 10/25/16
Probation – 9/15/16



**Community Development Block Grant (CDBG)
Program Application
Fiscal Year 2017-2018**

GENERAL INFORMATION

PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: JANUARY 13, 2017, 4:00 P.M.
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:

Carson City Dept. of Finance
201 N. Carson St., Ste. 3
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. An electronic version of this document is available at CARSON.ORG/CDBG.

APPLICANT INFORMATION

Agency Name: Food For Thought, Inc. (FFT)	
Agency Mailing Address: 3246 N. Carson St, Ste. 118, Carson City, NV 89706	
Project Name: Summer Food Bridge For Hungry Children (SFBHC)	
Project Address/Location: 1) Park Terrace Park, 1327 La Loma Carson City, NV 2) Bridge Church, 901 N. Stewart, Carson City, NV	
Agency Director: Marlene Maffei, Executive Director	
Board Chairperson: Mike Walker	
Contact Person: Marlene Maffei, Executive Director	
Phone Number: (775) 885-7770	Email: Director@nvfoodforthought.org
Fax:	Website (if applicable): nvfoodforthought.org
How long has your organization been in existence? 10 yrs	In Carson City? 10 yrs

PROJECT FUNDING

Requested amount:	\$12,000
Other funding:	\$49,700
Total project cost:	\$61,700

PROJECT SUMMARY

Please provide a brief summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be no more than five sentences.

This project will provide approximately 7,575 free nutritious lunches and 2,000 free snacks to approximately 140 Carson City children during the summer break. Food service locations are selected to target neighborhoods with a high incidence of children receiving free and reduced price lunches during the school year.

FUNDING CATEGORY

<input type="checkbox"/> Public Improvements	<input checked="" type="checkbox"/> Public Services
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Housing

PROJECT ELIGIBILITY

- A. This project meets at least ONE of the HUD national objectives listed below (please check all that apply)

- ☒ 1. Benefits low/moderate income individuals/households
☐ 2. Addresses the prevention or elimination of slums or blight
☐ 3. Meets a particularly urgent community development need

- B. Check all statements that describe HOW this project meets one of the National Objectives above:

☐ ***L/M Area Benefit:*** the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. ***Examples:*** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

☒ ***L/M Limited Clientele:*** the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. ***Examples:*** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

☐ ***L/M Housing:*** the project adds or improves permanent residential structures that will be occupied by L.M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

☐ ***L/M Jobs:*** the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income persons. ***Examples:*** loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

☐ ***Microenterprise Assistance:*** the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

☐ ***Slum or Blighted Area:*** the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ **Spot Blight:** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. **Examples:** historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

- ☒ **Public Service** (i.e., a new service or an **increase** in the level of service)
- _____ Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).
- _____ Acquisition of Real Property
- _____ Disposition of Real Property (sale, lease or donation)
- _____ Privately-Owned Utilities
- _____ Relocation Payments and Assistance to Displaced Persons
- _____ Removal of Architectural Barriers, Handicapped Accessibility
- _____ Housing Rehabilitation (weatherization)
- _____ Historic Preservation
- _____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations
- _____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). 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, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. **(please use allotted space)**

During the school year, FFT provides free weekend meals to low and moderate income students at risk for food insecurity. The summer program provides free lunches to these same children during the summer break. This is accomplished by establishing feeding sites in proximity to elementary schools with a high incidence of subsidized meal programs during the school year. FFT has conducted this program for the past five years (2012-2016) at various locations around Carson City. We will continue the program during the 2017-2018 grant year at two locations (Terrace Park and the Bridge Church). However, the number of sites could increase. We are in discussions with the CC School District regarding the possibility of adding a third feeding site at an elementary school.

2. If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:

During 2016, we served 7,983 lunches and 3,920 snacks at three serving locations. Additionally, we conducted organized activities and periodically distributed free books, backpacks, and hygiene kits to participating children. These services help children return to school healthier and better prepared for the coming academic year. The program also relies on numerous volunteers at our service sites to help organize and manage the program. Our volunteers constitute a group of individuals with diverse social, educational, and experiential backgrounds. Their contact with the children in this program promotes a socially connected community by providing interaction between Carson City citizens with different cultural and ethnic backgrounds.

3. Describe who will benefit from the proposed project.

Children 2-18 in low/moderate neighborhoods will be provided nutritious lunches and snacks Monday- Friday during the summer break. As previously discussed, we establish our feeding sites in areas that are most likely to service children who are at risk of food insecurity. All meals are prepared at the Carson City Community Center kitchen which utilizes existing city infrastructure. In addition, the project will provide summer employment to approximately four Carson City residents (generally local students.)

4. If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

<input type="checkbox"/> Abused Children	<input type="checkbox"/> Illiterate Persons	<input type="checkbox"/> Homeless Persons
<input type="checkbox"/> Battered Spouses	<input type="checkbox"/> Severely Disabled Adults	<input type="checkbox"/> Migrant Farm Workers
<input type="checkbox"/> Elderly	<input checked="" type="checkbox"/> Other (Please explain)	

Children at risk of hunger in the Carson City community.

5. If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income:

We used 2010 census data and school district maps to identify neighborhoods with high populations of children receiving subsidized meals during the school year. This approach targets the children we serve during the regular school year. For example, our Terrace Park site is adjacent to Empire Elementary which has a student population 100% eligible for subsidized nutrition programs.

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

Most of our costs are paid through grant funding from the USDA. We will again apply for these grants for the 2017-2018 grant year. We anticipate using the CDBG grant funding to pay for food (\$9,000) and supply costs (\$3,000) associated with the program. All other costs will be funded by the USDA or in-kind donations.

7. Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.

When implemented in 2012, the summer program was designed to be self-sustaining—funded completely by federal, state, and local grants. To reduce our dependence on these sources, we have increasingly relied on in-kind donations primarily from the Food Bank of Northern Nevada. Despite this effort, it is unlikely that we would continue this program at current levels without these grants.

8. Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.

Yes; however, we attempt to run this as a “stand-alone” program and rely exclusively on grants and in-kind contributions. We try not to use general fund revenue designated for our “Backpack” program. A reduction in grant funding would likely impact the level of service provided.

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

We are unaware of other organizations that provide weekend or summer food assistance similar to FFT. Other organizations do provide food assistance. However, this assistance often requires transportation to a facility that provides these services. Our programs are unique in that minimal effort is required to receive our services. In the case of our “Backpack” program, food bags are delivered to the schools for weekend distribution. In our summer program, we transport lunches to the neighborhoods where the children live. We feel this aspect of our program is important in that it removes the burden of responsibility from the children we aspire to serve.

10. What is the geographic target area that will be served by this project?

☒ Target Area (specify geographic area): 1) Park Terrace Par, 1327 La Loma Carson City, Nv and 2) the Bridge Church, 901 N. Stewart, Carson City, NV

OR

☐ Community-wide

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match "Other Funding" from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title: SUMMER FOOD BRIDGE FOR CHILDREN	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2016-17				
SALARIES		28,300		28,300
FOOD	9,000			9,000
DONATED FOOD			8,700	8,700
OPERATING SUPPLIES	3,000			3,000
OFFICE SUPPLIES		1,100		1,100
VEHICLE		800		800
DONATED RENT (Carson City)			10,800	10,800
TOTALS	\$12,000	\$30,200	\$19,500	\$61,700

AGENCY ASSETS	
Unrestricted cash	\$160,698.83
Restricted cash*	\$ 0.00 (See Cash Restriction Attachment)
Total cash on hand	\$160,698.83

*If restricted cash, attach description and amount of restriction

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe.

As in past years, we plan to utilize the Carson City Community Center kitchen for meal preparation. Consequently, our project budget reflects "donated rent" of \$10,800 for this facility. This is based on 54 days usage at a fair market value rent of \$200 per day.

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
SALARIES	\$28,300	(SEE BUDGET JUSTIFICATION ATTACHMENT)
FOOD	\$9,000	(SEE BUDGET JUSTIFICATION ATTACHMENT)
DONATED FOOD	\$8,700	
OPERATING SUPPLIES	\$ 3,000	(SEE BUDGET JUSTIFICATION ATTACHMENT)
OFFICE SUPPLIES	\$ 1,100	(SEE BUDGET JUSTIFICATION ATTACHMENT)
VEHICLE	\$ 800	(SEE BUDGET JUSTIFICATION ATTACHMENT)
DONATED RENT	\$10,800	(SEE BUDGET JUSTIFICATION ATTACHMENT)

PROJECT ADMINISTRATION**AGENCY DIRECTOR**

Name:	MARLENE MAFFEI
Title:	EXECUTIVE DIRECTOR
Address	3246 N. CARSON ST., STE 118, CARSON CITY NV 89706
Phone number:	(775) 885-7770
Email:	<u>Director@nvfoodforthought.org</u>

PROJECT MANAGER

Name:	MARLENE MAFFEI
Title:	EXECUTIVE DIRECTOR
Address	3246 N. CARSON ST., STE 118, CARSON CITY NV 89706
Phone number:	(775) 885-7770
Email:	<u>Director@nvfoodforthought.org</u>

FISCAL MANAGER

Name:	GEORGE ALLBRITTEN
Title:	BOOKKEEPER
Address	3246 N. CARSON ST., STE 118, CARSON CITY NV 89706
Phone number:	(775) 885-7770
Email:	<u>GAllbritten@nvfoodforthought.org</u>

PERFORMANCE TRACKING CONTACT

Name:	MARLENE MAFFEI OR GEORGE ALLBRITTEN
Title:	EXECUTIVE DIRECTOR/BOOKKEEPER
Address	3246 N. CARSON ST., STE 118, CARSON CITY NV 89706
Phone number:	(775) 885-7770
Email:	<u>Director@nvfoodforthought.org</u>

AGENCY INFORMATION

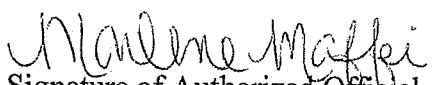
Date of incorporation	JANUARY 8, 2008
Date of IRS certification	MAY 15, 2009
Tax exempt number	52-0664783
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	899244442

Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	✓
2	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. <u>OR</u> Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	✓
3	Current Organization Chart with names of staff members	✓
4	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 CSSG funds.]	✓
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statement, General Ledger, Balance Sheet	✓
7	Funding commitment letters and/or letters of support (if applicable)	N/A
8	Restricted Cash Statement	✓
9	Budget Justification	✓

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	1-10-17 Date
Marlene Maffei, Executive Director Typed Name and Title of Authorized Official	775-885-7770 Phone Number


 Signature of President of Board of Directors	1-10-17 Date
Mike Walker, President Typed Name of President of Board of Directors	775-885-7770 Phone Number

Table 2B: Priority Community Development Needs
(This table is for your reference only. Do not fill out)

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	Medium					
Disposition	Low					
Clearance and Demolition	Low					
Clearance of Contaminated Sites	Low					
Code Enforcement	Low					
Public Facility (General)	Measures by # of Projects/Facilities					
Senior Centers	Medium					
Handicapped Centers	Medium					
Homeless Facilities	High	1		1		
Youth Centers	Medium					
Neighborhood Facilities	High	1		1		
Child Care Centers	Medium					
Health Facilities	Medium					
Mental Health Facilities	High					
Parks and/or Recreation Facilities	High	1		1		
Parking Facilities	Medium					
Tree Planting	Low					
Fire Stations/Equipment	Medium					
Abused/Neglected Children Facilities	High	1		1		
Asbestos Removal	Low					
Non-Residential Historic Preservation	Medium					
Other Public Facility Needs	Medium					
Infrastructure (General)	Measured by # of Projects/Facilities					
Water/Sewer Improvements	Medium					
Street Improvements	High					
Sidewalks	High	4		4		
Solid Waste Disposal Improvements	Medium					
Flood Drainage Improvements	Medium					
Other Infrastructure	Medium					
Public Services (General)	Measured by # of Persons Served					
Senior Services	Medium					
Handicapped Services	High			50		
Legal Services	Medium					
Youth Services	High			250		
Child Care Services	Medium					

Transportation Services	Medium					
Substance Abuse Services	High			300		
Employment/Training Services	Medium					
Health Services	Medium					
Lead Hazard Screening	Medium					
Crime Awareness	Medium					
Fair Housing Activities	High	1		50		
Tenant Landlord Counseling	Medium					
Other Services	Medium					
Economic Development (General)	Measured by Business Assisted and Jobs Created					
C/I Land Acquisition/Disposition	Medium					
C/I Infrastructure Development	Medium					
C/I Building Acq/Const/Rehab	Medium					
Other C/I	Medium					
ED Assistance to For-Profit	Low					
ED Technical Assistance	Medium					
Micro-enterprise Assistance	Low					
Other						
Transit Oriented Development	Medium					
Urban Agriculture	Medium					

ATTACHMENT 1

IRS TAX EXEMPT 501(C)(3) LETTER

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 15 2009**

FOOD FOR THOUGHT INC
PO BOX 656
CARSON CITY, NV 89702-0656

Employer Identification Number:
51-0664783
DLN:
17053029364019
Contact Person:
JOSEPH R KENNEDY
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 28, 2008
Contribution Deductibility:
Yes
Addendum Applies:
No

ID# 31647

Dear Applicant:

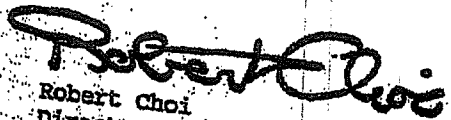
We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

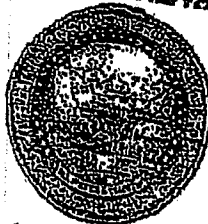
Enclosures: Publication 4221-PC

Letter 947 (DO/CG)

ATTACHMENT 2
PROOF OF INCORPORATION

ROSS MILLER
Secretary of State

STATE OF NEVADA



OFFICE OF THE
SECRETARY OF STATE

SCOTT W. ANDERSON
Deputy Secretary
for Commercial Recordings

Certified Copy

Job Number:
Reference Number:
Expedite:
Through Date:

C20080129-1703

January 31, 2008

The undersigned filing officer hereby certifies that the attached copies are true and exact copies of all requested statements and related subsequent documentation filed with the Secretary of State's Office, Commercial Recordings Division listed on the attached report.

Document Number(s)
20080058279-41

Description
Articles of Incorporation

Number of Pages
2 Pages/1 Copies

Respectfully,

ROSS MILLER
Secretary of State

By *Sandra A. Kraus*
Certification Clerk



Commercial Recording Division
202 N. Carson Street
Carson City, Nevada 89701-4069
Telephone (775) 684-5708
Fax (775) 684-7138

ATTACHMENT 3
ORGANIZATION CHART

FOOD FOR THOUGHT, INC. ORGANIZATION CHART

BOARD OF DIRECTORS

Mike Walker, President
Christine Slowthower, Vice-President
Dawn Ellerbrock, Secretary
Carrie Ayarbe, Treasurer
Nancy Yamamoto
Gina Session
Jeff Maples
Myrna Salas
Lynette Conrad

EXECUTIVE DIRECTOR

Marlene Maffei

BOOKKEEPER

George Allbritten

VOLUNTEERS

Many members of the Carson City Community

**ATTACHMENT 4
BOARD OF DIRECTORS
WITH TERMS**

**FOOD FOR THOUGHT, INC.
BOARD OF DIRECTORS
WITH TERMS**

BOARD OF DIRECTORS

Mike Walker, President (Term Expires 2018)
Christine Slowthower, Vice-President (Term Expires 2018)
Dawn Ellerbrock, Secretary (Term Expires 2018)
Carrie Ayarbe, Treasurer (Term Expires 2018)
Nancy Yamamoto
Gina Session
Jeff Maples
Myrna Salas
Lynette Conrad

ATTACHMENT 5
FEDERAL TAX RETURN
FORM 990

Form **990****Return of Organization Exempt From Income Tax**

OMB No. 1545-0047

2015**Open to Public Inspection**Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Information about Form 990 and its instructions is at www.irs.gov/form990.**A For the 2015 calendar year, or tax year beginning**

, and ending

B Check if applicable:

- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization Food for Thought, Inc.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address) Room/suite
3246 N. Carson St. 118

City or town State ZIP code
Carson City NV 89706

Foreign country name Foreign province/state/county Foreign postal code

D Employer identification number

51-0664783

E Telephone number

(775) 885-7770

G Gross receipts \$

173,670

F Name and address of principal officer:

Marlene A Maffei 3246 N. Carson, Suite 118, Carson City, NV 89706

H(a) Is this a group return for subordinates?☐ Yes ☒ No**H(b) Are all subordinates included?**☐ Yes ☒ No

If "No," attach a list. (see instructions)

H(c) Group exemption number**I Tax-exempt status:**☒ 501(c)(3) ☐ 501(c) () ◀ (Insert no.) ☐ 4947(a)(1) or ☐ 527**J Website:** www.nvfoodforthought.org**K Form of organization:**☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L Year of formation:** 2008**M State of legal domicile:** NV**Part I Summary****Activities & Governance**

1 Briefly describe the organization's mission or most significant activities: To provide food for needy school aged children in the Carson City area in order to ensure adequate nutrition for these children thus enhancing their ability to learn.

2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3 Number of voting members of the governing body (Part VI, line 1a) **3** 10

4 Number of independent voting members of the governing body (Part VI, line 1b) **4** 10

5 Total number of individuals employed in calendar year 2015 (Part V, line 2a) **5** 6

6 Total number of volunteers (estimate if necessary) **6** 0

7a Total unrelated business revenue from Part VIII, column (C), line 12 **7a** 0

b Net unrelated business taxable income from Form 990-T, line 34 **7b** 0

Revenue

8 Contributions and grants (Part VIII, line 1h) **Prior Year** **Current Year**

9 Program service revenue (Part VIII, line 2g) 180,012 173,342

10 Investment income (Part VIII, column (A), lines 3, 4, and 7d) 0 0

11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) 95 328

12 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12) 2,671 0

Expenses

13 Grants and similar amounts paid (Part IX, column (A), lines 1–3) 182,778 173,670

14 Benefits paid to or for members (Part IX, column (A), line 4) 0 0

15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10) 0 0

16a Professional fundraising fees (Part IX, column (A), line 11e) 65,366 63,239

b Total fundraising expenses (Part IX, column (D), line 25) ▶ 9,092 0

17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e) 71,094 101,169

18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25) 136,460 164,408

19 Revenue less expenses. Subtract line 18 from line 12 46,318 9,262

Net Assets or Fund Balances

20 Total assets (Part X, line 16) **Beginning of Current Year** **End of Year**

21 Total liabilities (Part X, line 26) 138,506 147,768

22 Net assets or fund balances. Subtract line 21 from line 20 0 0

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Carrie Ayarbe

Date

Type or print name and title

Treasurer

Paid Preparer Use Only

Print/Type preparer's name

Mary Sanada

Preparer's signature

Date

9/14/2016

Check ☒ if self-employed

PTIN

P00834666

Firm's name ▶

Firm's address ▶ 2832 Table Rock Dr., Carson City, NV 89706

Firm's EIN ▶

Phone no. (775) 885-7962

May the IRS discuss this return with the preparer shown above? (see instructions)

☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions.

HTA

Form **990** (2015)

Part III**Statement of Program Service Accomplishments**Check if Schedule O contains a response or note to any line in this Part III. ☐**1** Briefly describe the organization's mission:

To provide food for needy school aged children in the Carson City area in order to ensure adequate nutrition for these children thus enhancing their ability to learn.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4a** (Code:) (Expenses \$ 112,202 including grants of \$) (Revenue \$)

During 2015, FFT again conducted its "Backpack" program. This program discreetly provides a nutritious bag of food each Friday to children attending our local schools. These children participate in free and reduced meal programs during the school week, but are at risk for food insecurity on the weekend. Each food bag is placed in the child's backpack for weekend consumption. The food provided is "kid friendly" and requires no refrigeration, stoves, dishes, or flatware. During the 2015 calendar year, FFT provided 14,154 bags of food through this program. This program started in 2006.

4b (Code:) (Expenses \$ 26,450 including grants of \$) (Revenue \$)

During the school break (June 1, 2015 through August 14, 2015) FFT conducted the Summer Food Service Program (SFSP). This program provided free meals (to children ages 2-18) Monday-Friday at four serving locations. These locations were selected due to their proximity to elementary schools with high incidences of students receiving free meals during the school year. Consequently, the children receiving meals through the SFSP are likely the same children participating in the school meal programs. During this period 4,523 free meals were served at these four sites. Without this program, these children might not have received adequate nutrition during the school break. This was the 4th year we have conducted this program.

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4d** Other program services. (Describe in Schedule O.)

(Expenses \$ 0 including grants of \$ 0) (Revenue \$ 0)

4e Total program service expenses 138,652

ATTACHMENT 6
BALANCE SHEET
PROFIT AND LOSS STATEMENT

FOOD FOR THOUGHT, INC.

Balance Sheet

As of December 31, 2016

	Dec 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	219.06
PayPal Cash	4,168.34
Mutual of Omaha Money Market	105,858.56
Mutual of Omaha	50,452.87
Total Checking/Savings	160,698.83
Other Current Assets	
Inventory Asset	1,425.61
gift cards/ non cash items	21.86
Prepaid Expenses	94.99
Total Other Current Assets	1,542.46
Total Current Assets	162,241.29
Fixed Assets	
Office Equipment	
Computers	2,147.80
Printer	699.98
Total Office Equipment	2,847.78
X-Accumulated Depreciation	-2,411.00
Furniture and Equipment	6,844.58
Total Fixed Assets	7,281.36
TOTAL ASSETS	169,522.65
LIABILITIES & EQUITY	
Equity	
Temp. Restricted Net Assets	
Summer Food Program	2,567.44
Total Temp. Restricted Net Assets	2,567.44
Unrestricted Net Assets	145,199.75
Net Income	21,755.46
Total Equity	169,522.65
TOTAL LIABILITIES & EQUITY	169,522.65

FOOD FOR THOUGHT, INC.
Profit & Loss
January through December 2016

	Jan - Dec 16
Ordinary Income/Expense	
Income	
Holiday Letter	
Direct Public Grants	47,486.00
City Grants	12,000.00
Federal Grants-Summer Food	33,375.34
Corporate and Business Grants	800.00
Foundation and Trust Grants	3,500.00
Total Direct Public Grants	49,675.34
Direct Public Support	
Apparel Sales	365.00
Fundraiser Donations	1,109.00
In Kind Contributions	
Food Items Donated-SFP	8,506.05
Food Items Donated-Pantry	7,036.99
Rent	46,695.00
Food Items Donated--Backpack	11,338.73
Total In Kind Contributions	73,576.77
Business Donations	56,998.20
Foundation Donations	4,058.57
Organization Donations	8,872.19
Private Donations	12,188.00
Total Direct Public Support	157,167.73
Investments	
Interest-Savings, Short-term CD	151.43
Total Investments	151.43
Total Income	254,480.50
Gross Profit	254,480.50
Expense	
Automobile	
Maintenance	257.29
Registration	82.00
Fuel	32.00
Total Automobile	371.29
PROGRAM EXPENSE	
Summer Program	
Vehicle	747.38
Food-Cost	8,451.87
Office Expense	1,112.22
Supplies	3,012.23
Total Summer Program	13,323.70
Total PROGRAM EXPENSE	13,323.70
In Kind	
Food Items Donated-SFP	8,506.05
Food Items Donated-Pantry	7,036.99
Rent	46,695.00
Food Items Donated-Backpack	11,338.73
Total In Kind	73,576.77
Volunteer Retention	296.37

FOOD FOR THOUGHT, INC.
Profit & Loss
January through December 2016

	Jan - Dec 16
Contract Services	
Accounting Fees	490.00
Outside Contract Services	254.49
Website design and maintenance	1,911.62
Total Contract Services	2,656.11
Distributed Items	
Food-Pantry	799.42
Food-Infant Program	182.44
Food-Backpack	46,260.23
Total Distributed Items	47,242.09
Facilities and Equipment	
warehouse maintenance	52.00
Janitorial Services	900.00
Rent, Parking, Utilities	3,222.28
Warehouse Equipment	56.48
Warehouse Supplies	21.89
Total Facilities and Equipment	4,252.65
Fundraising	
Fundraising Supplies	807.81
Promotions	4,694.65
Total Fundraising	5,502.46
Operations	
Bank Service Charges	7.50
PAYPAL FEES	133.62
Credit Card Fees	614.81
Software	741.97
Office Supplies	854.38
Refreshments	6.99
Supplies	335.72
Telephone, Internet	1,361.60
Total Operations	4,056.59
Other Types of Expenses	
Education	21.99
Insurance - Liability, D and O	4,989.00
Membership Dues	404.95
Total Other Types of Expenses	5,415.94
Payroll Expenses	
Salary-Summer Food	27,853.77
Salary	42,417.25
Social Security	4,378.95
Medicare	1,024.10
SUTA	0.00
Payroll Expenses - Other	357.00
Total Payroll Expenses	76,031.07
Total Expense	232,725.04
Net Ordinary Income	21,755.46
Net Income	21,755.46

ATTACHMENT 8
RESTRICTED CASH STATEMENT

**FOOD FOR THOUGHT, INC (FFT)
CDBG PROGRAM APPLICATION
FISCAL YEAR 2017-2018
RESTRICTED CASH STATMENT**

As of December 31, 2016, Food For Thought, Inc. had cash reserves of \$160,698.83. Although none of these reserves are legally defined as restricted, Food For Thought, Inc. has internally designated these funds exclusively to support our "Backpack" program during the school year. Our "Backpack" program provides weekend food during the school year to children identified as food insecure. This is the program that our organization was originally founded on and is still considered our primary function.

The "Summer Food Bridge for Children" was initiated in 2012. Our goal was to manage it as a "stand alone" program funded exclusively by the grant revenues from Carson City, the State of Nevada, and the U.S. Department of Agriculture. Additionally, FFT began receiving food donations from the Food Bank of Northern Nevada in 2015. We only account for direct costs when evaluating our success at achieving this goal. We do not allocate any of FFT's overhead or indirect costs to this program.

We have been successful at financing this program exclusively through grant funds and food donations. We plan to continue this approach in 2017 and beyond. Consequently, we will utilize our unrestricted cash reserves only when grant funds are inadequate to cover the cost of the program. Should revenue from these grant sources diminish; FFT would likely reduce the level of services provided by this program.

ATTACHMENT 9
BUDGET JUSTIFICATION

FOOD FOR THOUGHT, INC (FFT)
CDBG PROGRAM APPLICATION
FISCAL YEAR 2017-2018
BUDGET JUSTIFICATION

REVENUES

Food For Thought, Inc. funds the "Summer Food Bridge for Hungry Children" through a combination of federal and city grants. In addition, FFT receives in-kind food donations from the Food Bank of Northern Nevada and in-kind rent from Carson City for the use of the Community Center kitchen. A breakdown of these projected revenues is as follows:

City of Carson City	\$ 12,000 (CDBG Grant)
US Dept. of Agriculture	30,200 (Summer Food Service Program Grant)
Food Bank of NN	8,700 (In-Kind)
City of Carson City	<u>10,800 (In-Kind)</u>
Total Budget	<u>\$ 61,700</u>

- FFT has requested \$12,000 for the 2017-2018 CDBG grant year
- FFT will again request grant funding from the USDA. FFT is reimbursed based on the number of lunches and snacks served. We are in good standing with the USDA and project the following revenue:

\$28,400 (7,575 lunches at about \$3.75 per meal)
1,800 (2,000 snacks at about \$.90 per snack)
\$30,200 Total reimbursement

- The \$8,700 in-kind food contribution from the Food Bank of Northern Nevada is based on an estimate of the market value of the 5,200 pounds of food we expect to receive from this organization. The Food Bank conducts weekly food distributions in Carson City year round. During the summer program, FFT attends these distributions regularly. The amount budgeted is consistent with our 2016 experience.
- Since the inception of the summer program, FFT has utilized the Carson City Community center kitchen at 851 E William Street for the preparation of meals and snacks. We anticipate using this facility again in 2017. The \$10,800 in-kind contribution represents the fair market value of rent for this facility. It is based on 54 days at \$200 per day.

EXPENSES

SALARIES (\$28,300)

For the approximate 11-week program in 2017, we anticipate hiring four part-time employees during the summer school break. Three of these employees will work at the community center to plan, prepare, and package the meals. A fourth employee will pick-up, deliver, and serve the meals. This individual will also function as the serving site manager. In addition, FFT's permanent employees will allocate that portion of their salaries related to the management of the program. The following chart provides a breakdown of the budgeted amount:

<u>Employee</u>	<u>Wages</u>
Kitchen Worker 1	\$ 3,375
Kitchen Worker 2	3,375
Kitchen Worker 3	1,500
Site Manager	2,250
Office Assistants	4,500
Executive Director	10,700
Bookkeeper	<u>2,600</u>
Total	<u>\$28,300</u>

The \$28,300 budgeted salary amount will be financed by USDA grant funds.

PURCHASED FOOD (\$9,000)

DONATED FOOD—IN-KIND (\$8,700)

For the coming year, we project that we will serve approximately 7,575 lunches and 2000 snacks. We will accomplish this through a combination of purchased (\$9,000) and donated (\$8,700) food.

FFT attempts to purchase all food used in the program from local purveyors. For the 2017 program, we expect to purchase about \$9,000 of food locally. We are budgeting to use CDBG grant funds for these purchases.

In addition to the purchased food, we receive in-kind food donations from the Food Bank of Northern Nevada. We anticipate receiving approximately 5,200 pounds of donated food with a fair market value of \$8,700. This amount is consistent with our 2016 experience.

OPERATING SUPPLIES (\$3,000)

This amount represents general operating supplies required to manage the program. It includes paper and bagging products necessary to package the meals for delivery; small kitchen supply items necessary for preparation and cleanup; and sanitation and cleanup supplies at the serving sites. Additionally, FFT provides each participating child a free backpack along with hygiene and school supplies at the end of the program.

The budgeted operating supplies amount will be financed through with CDBG grant funds.

OFFICE SUPPLIES (\$600)

This amount represents costs associated with advertising the program to participants. The primary cost in this category is associated with PeeChee notifications to the schools participating in our program. Included costs include paper, printing, brochures, posters, etc.

The budgeted office supply amount will be financed exclusively through USDA grant funds.

VEHICLE (\$800)

This amount includes vehicle operation costs for the 11 weeks of the program. Included are gasoline and maintenance costs for FFT's delivery truck. Also included are employee reimbursements for the use of their personal vehicles in the program.

The budgeted vehicle amount will be financed exclusively through CDBG grant funds.

DONATED RENT—IN KIND (\$10,800)

As stated above, FFT has utilized the Carson City Community center kitchen at 851 E William Street since the inception of the summer program. We anticipate using this facility again in 2017. The \$10,800 in-kind contribution represents the fair market value of rent for this facility. It is based on 54 days at \$200 per day.

1/10/2017

Electronic Federal Payment

**550.36

Five Hundred Fifty and 36/100*****

51-0664783

Electronic Federal Payment

1/10/2017

Federal Withholding	242.00
Social Security Company	124.95
Social Security Employee	124.95
Medicare Company	29.23
Medicare Employee	29.23
Medicare Employee Addl Tax	

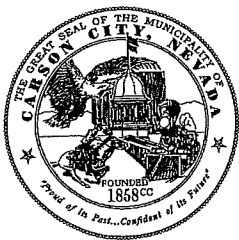
Mutual of Omaha 51-0664783 550.36

Electronic Federal Payment

1/10/2017

Federal Withholding	242.00
Social Security Company	124.95
Social Security Employee	124.95
Medicare Company	29.23
Medicare Employee	29.23
Medicare Employee Addl Tax	

Mutual of Omaha 51-0664783 550.36



Community Development Block Grant (CDBG) Program Application Fiscal Year 2017–2018

GENERAL INFORMATION

PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: JANUARY 13, 2017, 4:00 P.M.
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:

Carson City Dept. of Finance
201 N. Carson St., Ste. 3
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. An electronic version of this document is available at CARSON.ORG/CDBG.

APPLICANT INFORMATION

Agency Name: Nevada Rural Counties RSVP Program, Inc. (RSVP)	
Agency Mailing Address: P.O. Box 1708, Carson City, NV 89702	
Project Name: Veterans Volunteers in Partnership Program (Veterans VIP Program)	
Project Address/Location: 2621 Northgate Lane, Suite 6, Carson City, NV 89706	
Agency Director: Susan C. Haas, Executive Director & C.E.O.	
Board Chairperson: Jerry Thurman	
Contact Person: Susan C. Haas	
Phone Number: (775) 687-4680 x 2	Email: shaas@nvrsvp.com
Fax: (775) 687-4494	Website (if applicable): www.nevadaruralrsvp.org
How long has your organization been in existence? 44 yrs.	In Carson City? 44 yrs.

PROJECT FUNDING

Requested amount:	\$ 11,941
Other funding:	\$ 40,620
Total project cost:	\$ 52,561

PROJECT SUMMARY

Please provide a **brief** summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be **no more than five sentences**.

RSVP's Veterans "Volunteers in Partnership" (Veterans VIP) Program is a new program that assists veterans and their families. The goal of the Veterans VIP Program is to provide veterans with information and access to services that empowers them to emerge from poverty and enables them to remain independently at home. Through collaboration with the Office of Suicide Prevention, the Veterans VIP Program will also provide access to suicide prevention awareness and training. Seventy-five veterans age 62 and older who live in Carson City will be served.

FUNDING CATEGORY

<input type="checkbox"/> Public Improvements	<input checked="" type="checkbox"/> Public Services
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Housing

PROJECT ELIGIBILITY

- A. This project meets at least ONE of the HUD national objectives listed below (please check all that apply)

- ☒ 1. Benefits low/moderate income individuals/households
☐ 2. Addresses the prevention or elimination of slums or blight
☐ 3. Meets a particularly urgent community development need

- B. Check all statements that describe HOW this project meets one of the National Objectives above:

☐ ***L/M Area Benefit:*** the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. ***Examples:*** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

☒ ***L/M Limited Clientele:*** the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. ***Examples:*** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

☐ ***L/M Housing:*** the project adds or improves permanent residential structures that will be occupied by L/M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

☐ ***L/M Jobs:*** the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income persons. ***Examples:*** loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

☐ ***Microenterprise Assistance:*** the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

_____ ***Slum or Blighted Area:*** the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ ***Spot Blight:*** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. ***Examples:*** historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

☒ **X** Public Service (i.e., a new service or an **increase** in the level of service

_____ Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).

_____ Acquisition of Real Property

_____ Disposition of Real Property (sale, lease or donation)

_____ Privately-Owned Utilities

_____ Relocation Payments and Assistance to Displaced Persons

_____ Removal of Architectural Barriers, Handicapped Accessibility

_____ Housing Rehabilitation (weatherization)

_____ Historic Preservation

_____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations

_____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). 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, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. **(Please use allotted space)**
 According to U.S. Census American Survey data (2/5/15), of the approximately 8,000 veterans in Carson City, more than 2,300 are age 60 and older. RSVP's Veterans "Volunteers in Partnership" (Veterans VIP) Program is a new program that assists veterans. The Corporation for National and Community Service awarded RSVP three AmeriCorps VISTAs for three years. In November 2016, one VISTA was placed in RSVP's Carson City office and a second VISTA will also join our Carson City office in April 2017. VISTAs will 1) provide information and referrals to benefits and services that veterans are entitled to; 2) identify veterans and their families in need of assistance; 3) recruit volunteers to provide services to veterans that empower them to emerge from poverty and live independently at home (i.e., transportation to access food, medical care, vocational rehabilitation, respite care, and more); 3) provide suicide awareness and prevention in partnership with the Nevada Office of Suicide Prevention; and 4) assist with organizational capacity-building activities (i.e., fundraising, outreach and awareness of RSVP services and programs).

2. If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:
 RSVP has been serving seniors for more than 43 years. Volunteers provided transportation, companionship, respite, homemaker, and other independent living services to 543 Carson City seniors during FY2016-17, quarter 1. Currently 25 veterans age 62 and older who live in Carson City receive RSVP independent living services. The Veterans VIP Program AmeriCorps VISTAs will be trained to become Nevada Veterans Advocates who will educate veterans about benefits and opportunities they may be eligible for with the goal to help lift them out of poverty.

3. Describe who will benefit from the proposed project.
 Veterans age 62 and older who need assistance to access the life-saving goods and services that will help lift them out of poverty and allow them to remain independent and in their own homes with dignity.

4. If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

<input type="checkbox"/> Abused Children	<input type="checkbox"/> Illiterate Persons	<input type="checkbox"/> Homeless Persons
<input type="checkbox"/> Battered Spouses	<input type="checkbox"/> Severely Disabled Adults	<input type="checkbox"/> Migrant Farm Workers
<input checked="" type="checkbox"/> Elderly	<input type="checkbox"/> Other (Please explain)	
Veterans		

5. If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income:
N/A

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

Funds will be used to help invigorate and supplement our new Veterans VIP Program in Carson City. The Corporation for National and Community Service (CNCS) awarded RSVP with AmeriCorps VISTAs. CNCS pays VISTAs a monthly stipend but does not cover the other expenses necessary to run the program. Funds are needed to 1) purchase a locked filing cabinet and two computer workstations for our Carson City AmeriCorps VISTAs; 2) cover the costs of training and mileage reimbursement for the two VISTAs and volunteers who serve our veterans in Carson City; 3) help with costs to maintain our VISTA's worksite in Carson City (internet, telephone, fax, and office supplies); and 4) purchase promotional items and advertisements.

7. Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.

AmeriCorps VISTAs will be tasked with capacity-building activities that include grant research and writing and fundraising that will help sustain the Veterans VIP Program.

8. Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.

Yes, however, without additional funding we cannot provide our VISTAs with mileage reimbursement, training, and functional workstations with current software. The Corporation for National and Community Service (CNCS) pays the VISTAs' monthly stipend but does not cover the operational costs such as the costs to market and raise awareness of the Veterans VIP Program.

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

No other agency currently provides the same services as RSVP. We do complement many state and federal programs; however, due to the very strict criteria for persons to receive services, so many needy veterans fall through the cracks. RSVP has no rigid income criteria for services, nor do we charge, except for the Lifeline program monitoring costs. There is some public transportation; however, it does not provide the escorted service and emotional support given by volunteers to our senior veterans at no cost to the veterans. Our Carson City AmeriCorps VISTA has begun to conduct outreach and to collaborate with local veteran resource centers. Additionally, the VISTA is participating in on-line training to become a Veteran Service Advocate.

10. What is the geographic target area that will be served by this project?

☒ Target Area (specify geographic area) Carson City

OR

☐ Community-wide

For Public Improvement (construction) Projects ONLY:

1. Is the proposed project part of a larger project or is it a stand-alone project? (If part of a larger project, please describe the entire project.)

N/A

2. Can this project be done in different phases? ☐ Yes ☐ No
If YES, explain.

N/A

3. Have CDBG funds been used for an earlier phase? ☐ Yes ☐ No
N/A

4. Who currently holds title to the property involved?

N/A

5. With whom will title be vested upon completion?

N/A

6. Do any rights-of-way, easements or other access rights need to be acquired?
☐ Yes ☐ No ☒ N/A

7. If the project requires water rights or well permits, have they been acquired?
☐ Yes ☐ No ☒ N/A

For CDBG Economic Development projects ONLY:

1. Identify the proposed employers that will be assisted with this project; (b) describe how they will comply with the requirement that at least 51% of the permanent full-time jobs created are either held by or made available to LMI persons; and (c) explain how they will document the jobs created and the income levels of the persons hired.

N/A

For CDBG Housing Projects please indicate: N/A

The number of homes to be rehabilitated: _____

The number of persons to be benefited: _____

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?

RSVP volunteers will provide 50 new veteran clients and 25 current veteran clients in Carson City with access to the goods and services they need to emerge from poverty and/or enable them to remain independent and in their own homes with dignity. Additionally, veterans will be offered information and awareness about suicide prevention in collaboration with the Nevada Office of Suicide Prevention.

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?

At least 51% are LMI. All are Carson City residents age 62 and older.

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

85% of the veterans surveyed will report that the Veterans VIP Program helped them access information and services that empowered them to emerge from poverty and/or enabled them to remain independent and in their own homes with dignity rather than having to be prematurely institutionalized. Surveys will also indicate that RSVP was a resource for veterans to access information and referrals concerning suicide prevention.

4. How do you plan to track clients served?

RSVP volunteers are required to submit monthly time reports. Data is tracked in two database systems: Volunteer Reporter (VR), which tracks monthly volunteer hours and activities, and the Social Assistance Management System (SAMS), which tracks all senior client information and services rendered on a monthly basis. RSVP conducts a client survey annually as well as ongoing assessments.

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match "Other Funding" from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title:	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2016-17				
Locked Filing Cabinet	\$ 492.99			\$ 492.99
2 Computer Workstations w/software	2,672.34			2,672.34
Printing/Promotion/Advertising	6,326.00			6,326.00
Training	150.00			150.00
Mileage	1,800.00			1,800.00
Cell Phones	500.00			500.00
2 Carson City AmeriCorps VISTAs		40,620.00		40,620.00
TOTALS	\$11,941.33	\$ 40,620.00		\$52,561.33

AGENCY ASSETS

Unrestricted cash	\$79,106.04
Restricted cash*	
Total cash on hand	\$79,106.04

*If restricted cash, attach description and amount of restriction

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe.

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Locked filing cabinet	\$ 492.99	Maintain confidential client files
2 Computer workstations with Software	2,672.34	Functional workstations with up-to-date software: includes computer, monitor, keyboard, printer
Printing/Promotion	1,126.00	Printing brochures, flyers, business cards, stationery and envelopes
Advertising	5,200.00	Newspaper Ads - $\$300 \times 4 = \$1,200$ Radio - $\$1,000 \times 4 = \$4,000$
Training	150.00	Suicide Prevention and Awareness @ \$75 ea. X 2
Mileage	1,800.00	\$75 per month x 2 AmeriCorps VISTAs X 12 months
Cell Phones	500.00	2 cell phones for 12 months

PROJECT ADMINISTRATION**AGENCY DIRECTOR**

Name:	Susan C. Haas
Title:	Executive Director & C.E.O.
Address	2621 Northgate Lane, Suite 6, Carson City NV 89706
Phone number:	(775) 687-4680 x 2
Email:	shaas@nvrsvp.com

PROJECT MANAGER

Name:	Susan C. Haas
Title:	Executive Director & C.E.O.
Address	2621 Northgate Lane, Suite 6, Carson City NV 89706
Phone number:	(775) 687-4680 x 2
Email:	shaas@nvrsvp.com

FISCAL MANAGER

Name:	Nick Providenti
Title:	Controller
Address	2621 Northgate Lane, Suite 6, Carson City NV 89706
Phone number:	(775) 687-4680 x 5
Email:	nprovidenti@nvrsvp.com

PERFORMANCE TRACKING CONTACT

Name:	Carol Anacker
Title:	Executive Assistant & Grants Manager
Address	2621 Northgate Lane, Suite 6, Carson City NV 89706
Phone number:	(775) 687-4680 x 4
Email:	canacker@nvrsvp.com

AGENCY INFORMATION

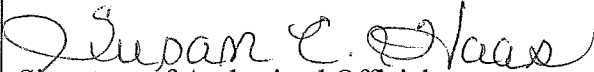
Date of incorporation	July 16, 1992
Date of IRS certification	June 18, 1992
Tax exempt number	94-3164032
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	06-786-7080


Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

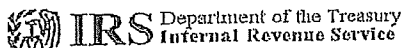
INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	✓
2	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. OR Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	✓
3	Current Organization Chart with names of staff members	✓
4	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 CSSG funds.]	✓
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statement, General Ledger, Balance Sheet	✓
7	Funding commitment letters and/or letters of support (if applicable)	✓

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	1-13-17 Date
Susan C. Haas, Executive Director & C.E.O. Typed Name and Title of Authorized Official	(775) 687-4680 x 2 Phone Number

 Signature of President of Board of Directors	1-13-17 Date
Jerry Thurman, Board President Typed Name of President of Board of Directors	(775) 882-9537 Phone Number



P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077552422
July 16, 2010 LTR 4168C 0
94-3164032 000000 00

00031024
BODC: TE

RECEIVED

JUL 19 2010

Per _____

NEVADA RURAL COUNTIES RSVP
PROGRAM INC
2621 NORTHGATE LANE SUITE 6
CARSON CITY NV 89706-1619



034124

Employer Identification Number: 94-3164032
Person to Contact: Mr. R. Molloy
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 12, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1998.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

FILED
 THE OFFICE OF THE
 SECRETARY OF STATE OF THE
 STATE OF NEVADA

JUL 16 1992

ARTICLES OF INCORPORATION
OF THE

NEVADA RURAL COUNTIES RSVP PROGRAM, INC.

RAYL A. LAU SECRETARY OF STATE

7656-92 *Rayl A. Lau* KNOW ALL MEN BY THESE PRESENTS: That we, the undersigned, all of whom are citizens and residents of the State of Nevada, have this day voluntarily associated ourselves together for the purpose of organizing a corporation, not formed for pecuniary profit, and without capital stock, under the laws of the State of Nevada, that is, Sections 82.006 to 82.690, inclusive, Nevada Revised Statutes,

AND FURTHER, being desirous of becoming the sponsor required by the federal agency called ACTION to assume the administration and financing of the Nevada Rural Counties RSVP Program now based in Carson City, Nevada,

AND FURTHER, being desirous of coming under the provisions of Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), to obtain federal tax exempt status,

WE DO HEREBY ASSOCIATE OURSELVES, and make, subscribe and agree to the following:

ARTICLE I

a. THE NAME OF THE CORPORATION. The name of the Corporation shall be the Nevada Rural Counties RSVP Program, Inc.

b. PRINCIPAL PLACE OF BUSINESS. The principal place of business shall be located in Carson City, Nevada.

ARTICLE II

RESIDENT AGENT. The name of the natural person or corporation designated as the corporation's resident agent, and the resident agent's street address where it maintains an office for service of process, are as follows:

Janice R. Ayres
 801 N. Division St.
 Carson City, NV. 89703

ARTICLE III

TYPE OF CORPORATION. That this corporation is a non-profit corporation.

ARTICLE IV

a. GENERAL PURPOSES OF THE CORPORATION. The nature of the business, or objects or purposes proposed to be transacted, promoted or carried on by the corporation, are:

1. To provide the SPONSORING AGENCY authorized and required under TITLE II of the DOMESTIC VOLUNTEER SERVICES ACT OF 1973, AS AMENDED (PUBLIC LAW 93-113), for the benefit of the Nevada Rural Counties RSVP Program, based in Carson City, Nevada.

That the corporation may engage in any lawful activity, subject to any expressed limitations expressed herein, within the objects or purposes of this corporation, and as allowed under the Nonprofit Corporation Law of the State of Nevada.

~~b. FEDERAL ACTION REQUIREMENTS. Said corporation shall have~~
all the powers and responsibilities established by the federal agency ACTION, shall assume administration of, and manage the Nevada Rural Counties RSVP Program in a way that ensures fiscal and programmatic quality controls, compliance with ACTION policies and procedures, and accomplishment of stated goals. This corporation may not delegate or contract this responsibility to another entity without the prior approval of ACTION.

c. FEDERAL INTERNAL REVENUE REQUIREMENTS. Said corporation is organized exclusively for charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in its Articles of Incorporation. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE V

GOVERNING BOARD. The members of this corporation shall be the officers and members of the Board of Directors, and the business affairs of the corporation shall be managed by the Board of Directors, who shall have the responsibility of establishing policies for the corporation. The Board of Directors shall consist of 5 members.

The number, names and post office addresses, residence or business of the first board of directors, are the following:

1. Katherine MacDonald
1521 Pinto Ct.
Carson City, NV. 89701
2. Jerry Thurman
308 N. Curry, #105
Carson City, NV. 89703
3. Frank Sharp
P.O. Box 2023
Carson City, NV. 89702
4. John Barlow
1182 Kenny Way
Carson City, NV. 89701
5. Charles Daniels
2898 Hwy. 50 East
Carson City, NV. 89701

ARTICLE VI

BY-LAWS. The corporation shall have the power to adopt by-laws prescribing the duties of the officers and agents of the corporation, detailed organization and procedures of the corporation, the time and manner of its meetings, and any and all details incident to its organization and the efficient conduct and management of its affairs. Such by-laws of the corporation shall, thereafter, be amended only by an affirmative vote of the majority of the members of the board of directors.

ARTICLE VII

INCORPORATORS. The names and post office addresses, residence or business, of each of the incorporators signing the articles of incorporation are as follows:

1. Katherine MacDonald
1521 Pinto Ct.
Carson City, NV. 89702
2. Jerry Thurman
308 N. Curry, #105
Carson City, NV. 89703
3. Frank Sharp
P.O. Box 2023
Carson City, NV. 89702
4. John Barlow
1182 Kenny Way
Carson City, NV. 89701
5. Charles Daniels
2898 Hwy. 50 East
Carson City, NV. 89701

ARTICLE VIII

PERPETUAL EXISTENCE. The corporation is to have a perpetual existence.

IN WITNESS WHEREOF, we have hereunto set our hands as Incorporators, this date: JULY 15, 1992.

Katherine MacDonald Katherine MAC DONALD
Jerry Thurman JERRY THURMAN
John Barlow JOHN BARLOW
Charles Daniels CHARLES DANIELS
Frank Sharp FRANK SHARP

STATE OF NEVADA)
CARSON CITY) SS

On this date: July 15, 1992, before me,
the undersigned, a Notary Public, personally appeared.

1. Katherine MacDonald
2. Jerry Thurman
3. Frank Sharp
4. John Barlow
5. Charles Daniels

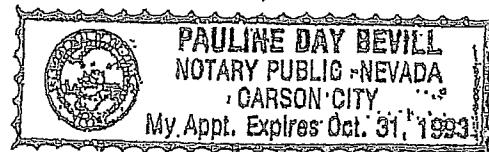
known to me to be the persons described in and who executed the foregoing ARTICLES OF INCORPORATION, and who acknowledged to me that they executed the same freely and voluntarily and for the uses and purposes therein mentioned.

WITNESS MY HAND AND OFFICIAL SEAL.

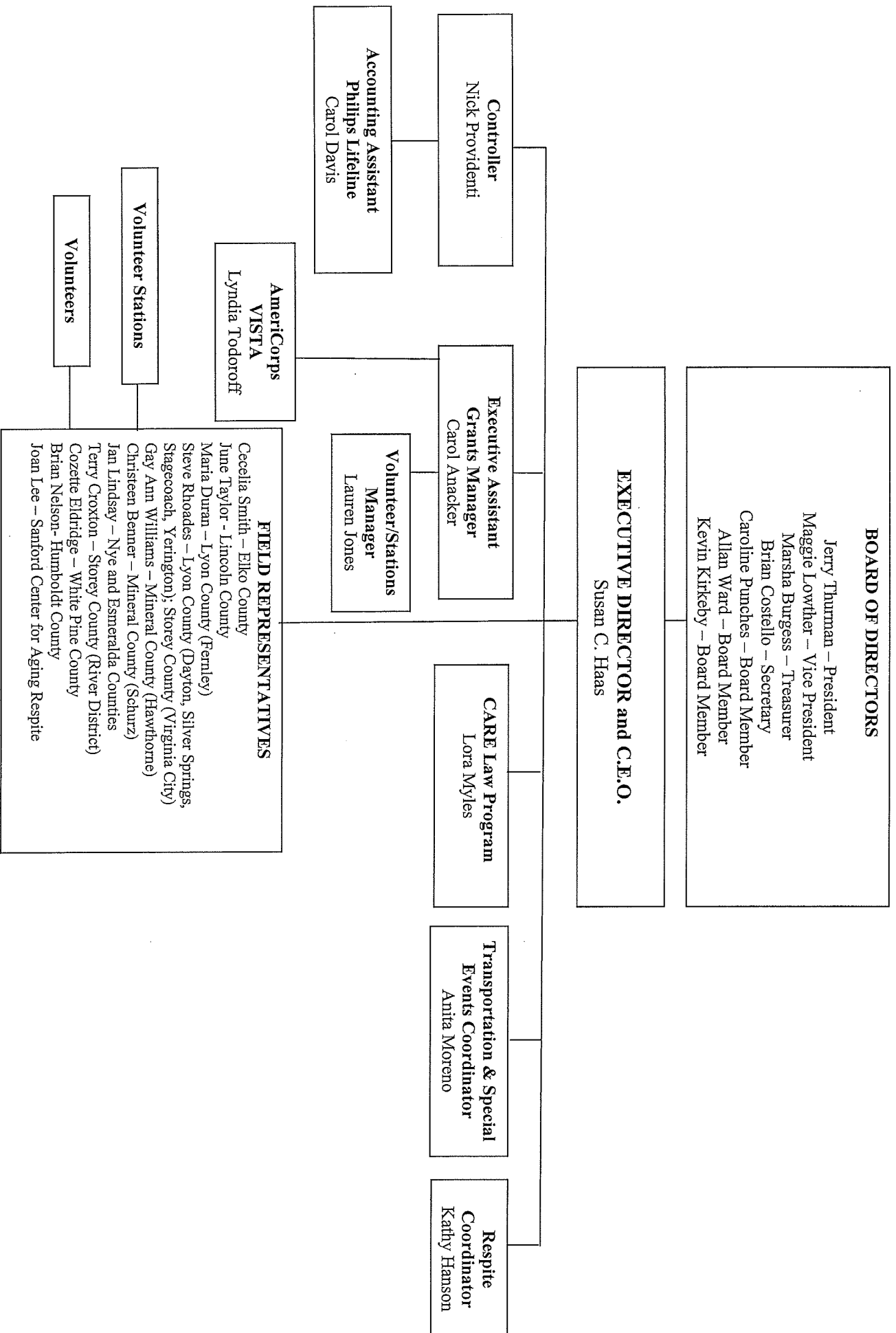
Pauline Day Devill
NOTARY PUBLIC

RECEIVED
JUL 16 1992

SECRETARY OF STATE



Nevada Rural Counties RSVP Program, Inc. Organizational Chart



RSVP BOARD OF DIRECTORS ROSTER

Board Terms are Indefinite

November 25, 2015

Jerry Thurman – Board President**President, Insured Financial Services**

6175 McDowell Road

Carson City, NV 89706

(775) 882-9537 Cell: 885-2525

jerryanddelia@charter.net**Margaret Lowther – Board Vice President****Retired Storey County Auditor/Recorder**

P.O. Box 349

Virginia City, NV 89440

(775) 847-0563 Cell: 720-7102

lowthermaggie@gmail.com**Marsha Burgess – Board Treasurer****Retired CEO, Greater Nevada Credit Union**

2249 Pinion Hills Drive

Carson City, NV 89701

(775) 882-7600 – Fax 882-7320 Cell: 220-8218

marshabrgss@aol.com**Caroline PUNCHES – Board Member****Retired Executive Director, Northern Nevada Chapter,****American Red Cross**

206 La Costa Avenue

Dayton, NV 89403

(775) 246-1850

Cpunches206@charter.net**Brian Costello – Board Member****Carson Region Director, NV Energy**

P.O. Box 10100

Reno, NV 89520

(775) 834-5772

bcostello@nvenergy.com**Allan Ward - Board Member****Franchise Owner Home Instead Senior Care (Carson)****Personal Care Services, LLC**

444 W. Washington Street

Carson City, NV 89703

P: 775-283-0333

M: 775-354-5299

F: 775-283-0124

allan@homeinsteadreno.com**Kevin S. Kirkeby – Board Member****Business Analyst, ElectraTherm, Reno**

2555 Clear Acre Ln. #83

Reno, NV 89512

P: 775-230-6185

Kevin.s.kirkeby@gmail.com

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- ▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2015Open to Public
Inspection**A** For the 2015 calendar year, or tax year beginning and ending**B** Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organization

NEVADA RURAL COUNTIES RSVP PROGRAM, INC.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address)

PO BOX 1708

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

CARSON CITY, NV 89702

F Name and address of principal officer: SUSAN C. HAAS

P. O. BOX 1708, CARSON CITY, NV 89706

D Employer identification number

94-3164032

E Telephone number

(775) 687-4680

G Gross receipts \$ 1,338,533.**H(a)** Is this a group returnfor subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

H(c) Group exemption number ▶**I** Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) () (Insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: WWW.NEVADARURALRSVP.ORG**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: 1992 **M** State of legal domicile: NV**Part I Summary**

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: THE ORGANIZATION WORKS WITH VOLUNTEERS THROUGHOUT NEVADA AND ASSISTS SENIORS AND DISABLED		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	7
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	7
	5	Total number of individuals employed in calendar year 2015 (Part V, line 2a)	5	13
	6	Total number of volunteers (estimate if necessary)	6	977
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
7b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 1,136,788.	Current Year 1,122,671.
	9	Program service revenue (Part VIII, line 2g)	117,132.	113,774.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	16.	10.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	51,341.	58,030.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,305,277.	1,294,485.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	591,100.	487,187.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 32,016.		
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	801,719.	774,922.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	1,392,819.	1,262,109.
	19	Revenue less expenses. Subtract line 18 from line 12	-87,542.	32,376.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 196,198.	End of Year 213,046.
	21	Total liabilities (Part X, line 26)	92,168.	76,640.
	22	Net assets or fund balances. Subtract line 21 from line 20	104,030.	136,406.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date
	SUSAN C. HAAS, EXECUTIVE DIRECTOR AND CEO	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature
	CONNIE CHRISTIANSEN	CONNIE CHRISTIANSEN
	Firm's name	Firm's EIN
	KOHN & COMPANY LLP	46-3281627
	Firm's address	Phone no.
	5310 KIETZKE LANE, SUITE 101	775-828-7300
	RENO, NV 89511	

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

532001 12-16-15 LHA For Paperwork Reduction Act Notice, see the separate instructions.

Form 990 (2015)

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☒ **X****1** Briefly describe the organization's mission:

RSVP'S MISSION: TO HELP FRAIL, HOMEBOUND, AND LOW-INCOME SENIORS
REMAIN INDEPENDENT BY PROVIDING HIGH QUALITY PROGRAMS WHICH ALLOW THEM
TO STAY IN THEIR HOMES WITH DIGNITY. ADDITIONALLY, RSVP COORDINATES A
VOLUNTEER NETWORK OF SENIORS WHO USE THEIR SKILLS AND TALENTS TO

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.

Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 803,572. including grants of \$ 0.) (Revenue \$ 113,774.)
PROVIDED VOLUNTEERS, HOME VISITS, RESPITE CARE, LIFELINE EMERGENCY
NOTIFICATION SERVICES, HEALTH AND WELFARE TRAINING, AND TRANSPORTATION
SERVICES TO HOMEBOUND SENIORS AND DISABLED PERSONS TO PROMOTE
INDEPENDENT LIVING AND PREVENT THEM FROM BEING INSTITUTIONALIZED.

4b (Code:) (Expenses \$ 215,460. including grants of \$ 0.) (Revenue \$ 0.)
PROVIDED VOLUNTEER SERVICES TO PUBLIC AND NON-PROFIT COMMUNITY AGENCIES

4c (Code:) (Expenses \$ 55,708. including grants of \$ 0.) (Revenue \$ 0.)
PROVIDED LEGAL SERVICES AND OTHER SUPPORT FOR SENIORS THROUGHOUT
NEVADA.

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 1,074,740.

Nevada Rural Counties RSVP Program, Inc.

Balance Sheet

As of December 31, 2016

	Dec 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Mutual of Omaha Bank - Checking	29,215.07
Mutual of Omaha Bank-Federal	135.89
Mutual of Omaha Bank-Non Federa	274.03
CareLaw Cash Account	1,621.16
Mutual of Omaha Bank-Fireworks	336.24
Smith Barney Account	47,316.65
PETTY CASH	250.00
Total Checking/Savings	79,149.04
Accounts Receivable	
1200 - Accounts Receivable	
1210 - Grants Receivable	13,315.00
1200 - Accounts Receivable - Other	8,124.56
Total 1200 - Accounts Receivable	21,439.56
Total Accounts Receivable	21,439.56
Total Current Assets	100,588.60
Fixed Assets	
EQUIPMENT	
Depreciation	-87,937.40
Original Cost	102,794.54
Total EQUIPMENT	14,857.14
VEHICLES	
Depreciation	-121,285.04
Original Cost	268,636.65
Total VEHICLES	147,351.61
Total Fixed Assets	162,208.75
Other Assets	
Prepaid Expenses	
Prepaid Expense-Service Contrac	3,602.00
Prepaid Expenses - Other	9,496.04
Total Prepaid Expenses	13,098.04
Total Other Assets	13,098.04
TOTAL ASSETS	275,895.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	23,807.99
Other Current Liabilities	
Deferred Income	63,283.07
Payroll Liabilities	-807.50
Direct Deposit Liabilities	256.42
Payroll Deductions	612.30
Payroll Accruals	9,099.56
Total Other Current Liabilities	72,443.85
Total Current Liabilities	96,251.84
Total Liabilities	96,251.84
Equity	
Retained Earnings	165,082.41
Fund Balance-Vehicle Restricted	12,798.00
Initial Fund Balance-Equipment	7,952.95
Net Income	-6,189.81
Total Equity	179,643.55
TOTAL LIABILITIES & EQUITY	275,895.39

LIST OF SOURCES OF INCOME LISTED ON PROFIT & LOSS - 2016

Donations - Personal donations for Respite, Transportation, and general program donations

Grants - City and County Grants

- Fund for Healthy Nevada
- Nevada Department of Transportation Grants
- Aging and Disability Services Division Grants
- Corporation for National and Community Service
- Foundations and Corporate Grants
 - John Ben Snow Memorial Trust
 - Union Pacific Foundation
 - Nevada Energy Foundation
 - Robert Z. Hawkins Foundation
 - EJC Foundation
 - Barrick Gold
 - Newmont Mines
 - AdminiTrust Foundation
 - Nevada Bar Foundation

Miscellaneous Income - Interest earned at bank accounts

Program Revenue -

- Carelaw Private Donations
- PERS - Lifeline Billings and Donations
- Farmers Market - Senior Coupons
- Farmers Market - WIC Coupons

Fundraising -

- Three Carson City Fairs
- Special Events

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss Prev Year Comparison
January through December 2016

Ordinary Income/Expense Income	Jan - Dec 16		Jan - Dec 15		\$ Change	% Change
Home Companion Respite Program	5,457.00		8,509.75		-3,052.75	-35.87%
Transportation Donations	12,927.10		10,642.75		2,284.35	21.46%
Contributions Income	25,320.18		21,721.78		3,598.40	16.57%
Donated Professional services *	11,790.97		538,190.00		-526,399.03	-97.81%
Grants	718,954.92		914,063.36		-195,108.44	-21.35%
Miscellaneous Income	541.87		10.52		531.35	5,050.86%
Program Rev	348,801.67		262,308.92		86,492.75	32.97%
Fundraising Rev	98,331.15		102,078.06		-3,746.91	-3.67%
United Way of Northern Nevada	8,422.50		7,650.64		771.86	10.09%
United Way of Southern Nevada	739.57		123.81		615.76	497.34%
Total Income	1,231,286.93		1,865,299.59		-634,012.66	-33.99%
Gross Profit	1,231,286.93		1,865,299.59		-634,012.66	-33.99%
Expense	1,237,476.74		1,783,549.86		-546,073.12	-30.62%
Net Ordinary Income	-6,189.81		81,749.73		-87,939.54	-107.57%
Net Income	-6,189.81		81,749.73		-87,939.54	-107.57%

* Donated Professional Services of the RSVP Care Law Attorney are calculated at the time of the 2016 Audit

STATE OF NEVADA

BRIAN SANDOVAL
Governor

RICHARD WHITLEY, MS
Interim Director



MARTA E. JENSEN
Acting Administrator

TRACEY D. GREEN, MD
Chief Medical Officer

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC AND BEHAVIORAL HEALTH

Bureau of Child, Family & Community Wellness
Nevada Office of Suicide Prevention
445 Apple Street, Suite 104
Reno, Nevada 89502
Telephone (775) 687-0856 Fax (775) 689-2067

May 26, 2015

Susan C. Haas, Executive Director & C.E.O.
Nevada Rural Counties RSVP Program, Inc.
P.O. Box 1708 (89702)
2621 Northgate Lane, Ste 6
Carson City, NV 89706

Dear Ms. Haas,

I am writing this letter to confirm the Nevada Office of Suicide Prevention's willingness and commitment to work collaboratively with the AmeriCorps VISTA Veteran's "VIP" (Volunteers in Partnership) Program. RSVP is requesting two VISTAS from the Corporation for National and Community Service (CNCS) for their Veterans Program. They intend to make suicide prevention and awareness a large component of their assistance to Veterans.

Nevada has consistently ranked among the highest states in the country in suicide deaths with almost 24% of those suicide deaths being a Nevada veteran; In order to impact the tragic loss of life to suicide in our state, the Nevada Office of Suicide Prevention seeks to build and expand effective partnerships with other agencies collaboratively striving to make a difference in suicide prevention. The Office of Suicide Prevention, through its partnership with RSVP and other agencies across the state, has worked diligently to improve Nevada's capacity to prevent suicide and related behaviors. By continuing to improve the collaborative relationships throughout the state, we will successfully enhance infrastructures to reduce the rate of suicide and attempts, prevent and reduce the impact of substance abuse, and increase our ability to help Nevadans achieve recovery.

If this request is granted, the Office of Suicide Prevention will support RSVP in training the new VISTAS and community members, volunteers and caregivers they will work with in supporting veterans. We are also committed to mentoring and assisting with ongoing trainings logistically as resources allow.

Sincerely,

A handwritten signature in dark ink, appearing to read "Misty Vaughan Allen".

Misty Vaughan Allen, MA
Suicide Prevention Coordinator



Community Development Block Grant (CDBG) Program Application Fiscal Year 2017-2018

GENERAL INFORMATION

PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: JANUARY 13, 2017, 4:00 P.M.
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:

Carson City Dept. of Finance
201 N. Carson St., Ste. 3
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. An electronic version of this document is available at CARSON.ORG/CDBG.

APPLICANT INFORMATION

Agency Name: ESL In-Home Program of Northern Nevada	
Agency Mailing Address: 1894 E. William St. #4-125 Carson City, NV 89701	
Project Name: ESL In-Home Program of Northern Nevada	
Project Address/Location: 702 Sean Dr. Carson City, NV 89701	
Agency Director: Florence G. Phillips	
Board Chairperson: Herbert Holden, President	
Contact Person: Florence G. Phillips	
Phone Number: 775-888-2021	Email: eslinhomenv@aol.com
Fax:	Website (if applicable): www.eslinhome.org
How long has your organization been in existence? 12 years	
In Carson City? 12 years	

PROJECT FUNDING

Requested amount:	\$25,000
Other funding:	\$84,000
Total project cost:	\$109,000

PROJECT SUMMARY

Please provide a **brief** summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be **no more than five sentences**.

The English as a Second Language (ESL) In-Home Program of Northern Nevada was established to improve the lives of those who struggle with literacy issues within their family, workplace, and community. This project is a continuation and expansion of existing free public services provided by the program which is aimed at improving the quality of life for approximately 107 low to moderate income adults in Carson City. By helping these adults gain the education they deserve, we are helping them and their children come together to solve problems and create stronger neighborhoods and communities. This program is unique in that it offers a "lifeline" to adults who are unable to attend formal classrooms settings due to physical disabilities, limited or no transportation, lack of funds, job constraints, or intimidation and makes learning available in the student's or tutor's home or at public sites at mutually convenient times for tutor and student. Funding of this project will allow us to continue providing these important public services to the 200 LMI Carson City adults that are on our waiting list.

FUNDING CATEGORY

- | | |
|---|---|
| <input type="checkbox"/> Public Improvements | <input checked="" type="checkbox"/> X Public Services |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Housing |

PROJECT ELIGIBILITY

- A. This project meets at least ONE of the HUD national objectives listed below (please check all that apply)

- ☒ 1. Benefits low/moderate income individuals/households
☐ 2. Addresses the prevention or elimination of slums or blight
☐ 3. Meets a particularly urgent community development need

- B. Check all statements that describe HOW this project meets one of the National Objectives above:

☐ **L/M Area Benefit:** the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. **Examples:** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

☒ **L/M Limited Clientele:** the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. **Examples:** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

☐ **L/M Housing:** the project adds or improves permanent residential structures that will be occupied by L.M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

☐ **L/M Jobs:** the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income persons. **Examples:** loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

☐ **Microenterprise Assistance:** the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A

microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

_____ ***Slum or Blighted Area:*** the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ ***Spot Blight:*** the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. ***Examples:*** historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

☒ **X** Public Service (i.e., a new service or an **increase** in the level of service

_____ Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).

_____ Acquisition of Real Property

_____ Disposition of Real Property (sale, lease or donation)

_____ Privately-Owned Utilities

_____ Relocation Payments and Assistance to Displaced Persons

_____ Removal of Architectural Barriers, Handicapped Accessibility

_____ Housing Rehabilitation (weatherization)

_____ Historic Preservation

_____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations

_____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). 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, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. **(please use allotted space)**

The English as a Second Language (ESL) In-Home Program of Northern Nevada was established to help increase literacy in adults, especially those who speak English as a second language and to improve the lives of those who struggle with literacy issues within their family, workplace, and community. This project is a continuation and expansion of an existing program that has been providing significant free public services to a growing population of low to moderate income (LMI) non-English speaking adults in Carson City for the last 12 years. The project meets the criteria of the National Objective by empowering low to moderate income persons to achieve self-sufficiency to reduce generational poverty. By helping these adults gain the education they deserve, we are helping them and their children come together to solve problems and create stronger neighborhoods and communities. This program is unique in that it offers a "lifeline" to adults who are unable to attend formal classrooms settings due to physical disabilities, limited or no transportation, lack of funds for childcare, job constraints, or intimidation. After we train community volunteers they become tutors and teach on a one-on-one basis, or small group instruction (from 3 to 5 adults), providing the opportunity for the student to progress at a faster pace by giving personalized attention. They teach in the student's or tutor's home or at public sites at mutually convenient times for tutor and student. We meet the Consolidated Plan Priority Needs, including Employment /Training Services, teaching ESL, Workplace Communication, English Conversation, Computer and Financial Literacy, GED preparation, and U.S. Citizenship study by serving 107 LMI Carson City residents. With the acquisition of English, these adults have a greater opportunity to find gainful employment, advance in current jobs, become independent of social service programs, enter higher education institutions, become legal citizens, reduce their social isolation and cultural separation, become more engaged in their children's educational life and health, and become contributing members of their community. Funding of this project will allow us to continue providing these important public services to the 200 LMI Carson City adults that are on our waiting list.

To address the extensive and related issues affecting families with poor English skills, ESL In-Home Program and our partners have expanded learning opportunities to parents of elementary school students in several school districts of Northern Nevada including Carson City. Parents are now being given lessons after dropping off or before picking up their children from school, making the most of their time and being convenient for them as well.

The program partners with the following organizations in Carson City:

Carson City Library, Carson Senior Center, Community Counseling Center, Empire Elementary School, Casa de Vida, United Latino Community, Boys and Girls Club, Ron Wood Family Resource Center, and the Northern Nevada Literacy Council.

Through these partnerships *we achieve our goals*. Our program would not be as successful as it is without the help of our currently active community volunteer tutors, and our partnerships. Our vision is to engage all of Carson City in building literacy. Our goal is to make connections and build relationships. It is all about building community. Literacy is not just about reading and writing; it is about respect, opportunity, and development.

2. If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:

The ESL In-Home Program of Northern Nevada is currently providing free public services to 107 LMI adults in Carson City. Since its inception 12 years ago the project has helped more than 1,000 LMI adults and their families in Carson City improve their English language skills; 220 have attained U.S. Citizenship; 75% have found jobs; 25% have advanced in their current employment; 25 have acquired their GED'S. We receive continued feedback from students about their satisfaction with development in their skills and the resulting improvements in their quality of life. The 200 adults living in Carson City on our waiting list is a major indication that our services are both very effective (most clients learn about our services through word of mouth from satisfied clients) as well as existence of a high need for our services in Carson City.

3. Describe who will benefit from the proposed project.

The ESL In-Home Program of Northern Nevada is currently providing free public services to 107 LMI adults in Carson City. Since its inception 12 years ago the project has helped more than 1,000 LMI adults and their families in Carson City improve their English language skills; 220 have attained U.S. Citizenship; 75% have found jobs; 25% have advanced in their current employment; 25 have acquired their GED'S. We receive continued feedback from students about their satisfaction with development in their skills and the resulting improvements in their quality of life. The 200 adults living in Carson City on our waiting list is a major indication that our services are both very effective (most clients learn about our services through word of mouth from satisfied clients) as well as existence of a high need for our services in Carson City.

4. If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

_____ Abused Children ☒ Illiterate Persons ☒ Homeless Persons
_____ Battered Spouses _____ Severely Disabled Adults _____ Migrant Farm Workers
_____ Elderly _____ Other (Please explain)

5. If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income:

We document the income status of all of our incoming students who are willing to share this information, which is the majority of our students; therefore, we are able to track and document this information. In 2014, 80% of the Carson City students shared their income status; of those who shared, 92% earned incomes qualifying them as LMI.

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

Approximately half of the total clients served by ESL In-home Program of Northern Nevada are residents of Carson City; therefore, this project's budget includes half of the Program Director's annual salary, and half of the Executive Director's annual salary. In addition, the funding will be spent on books and student supplies for the expected outcome of 307 students.

7. Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.
All grant funding we currently receive is being used to leverage long-term funding options towards a sustainable financial future that involves a multi-faceted approach, including corporate sponsorships, local partnerships, annual fundraising events, and improved donor relations.
8. Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.
Yes, we can use less than the amount requested; however, the more funding we receive, the more people we will be able to serve on our current Carson City waiting list. All funding is greatly appreciated!
9. Are there other organizations that provide the same service as your organization? If so, how do you coordinate your services?
No other organizations provide our exact services in Carson City because we are unique in our ability to offer services that include all of the following:
 - No cost (including all books & materials for free);
 - Flexible hours (many clients work full time and/or have multiple jobs);
 - In-home tutoring (esp. important for mothers who cannot afford day-care costs);
 - One-on-one tutoring (dramatically improves effectiveness of students' success);
 - Comfortable, non-intimidating environment (esp. important for older adults who have not been to school for many years and/or received little/no formal education).
10. What is the geographic target area that will be served by this project?
☐ Community-wide

For Public Improvement (construction) Projects ONLY:

1. Is the proposed project part of a larger project or is it a stand-alone project? (If part of a larger project, please describe the entire project.)
2. Can this project be done in different phases? _____ Yes _____ No
If YES, explain.
3. Have CDBG funds been used for an earlier phase? _____ Yes _____ No
4. Who currently holds title to the property involved?
5. With whom will title be vested upon completion?
6. Do any rights-of-way, easements or other access rights need to be acquired?

_____ Yes _____ No _____ N/A

7. If the project requires water rights or well permits, have they been acquired?

_____ Yes _____ No _____ N/A

For CDBG Economic Development projects ONLY:

1. Identify the proposed employers that will be assisted with this project; (b) describe how they will comply with the requirement that at least 51% of the permanent full-time jobs created are either held by or made available to LMI persons; and (c) explain how they will document the jobs created and the income levels of the persons hired.

For CDBG Housing Projects please indicate:

The number of homes to be rehabilitated: _____

The number of persons to be benefited: _____

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?
This project will allow us to continue serving our current 107 students in Carson City, while also expanding our services for another 200 adults; therefore, this project will directly benefit 307 low-to-moderate income adults in Carson City.
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?
99% of the people served by this project are LMI and 100% are residents of Carson City.
We feel it is essential to continue offering our services for free in Carson City, because this provides access to our services for LMI populations, therefore empowering them to find better jobs and work towards ending poverty cycles.
3. What is the projected **outcome** of this project? (How will the outputs benefit the total number of people in Question 1?)
100% of ESL students will improve their English Literacy skills;
50% of ESL students will advance to Level 2 English within their first year;
75% of ESL students will report improved involvement and communication with other members of their community;
75% of ESL students will report improved communications with children's schoolteachers;
75% of ESL students will report either improved employment skills, increased pay, or obtaining new jobs because of new English skills;
25+ students will earn their GED and/or U.S. Citizenship.

4. How do you plan to track clients served?

All students' English Literacy skills are evaluated and recorded when they apply for services. Lessons begin at the appropriate level based on their skills; in order to advance to a new level, students are assessed with both a written and oral test. In addition, we provide surveys every 4 months to review each student in all of the categories listed above in Outcomes. The Program Manager collects all of this data from each tutor and compiles the information for tracking in a database. The data is used to compile annual reports on student's progress and the success of the program.

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match "Other Funding" from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title:	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2016-17				
Salaries and Benefits	\$14,800	\$47,350		\$62,150
Rent and Utilities		\$9,600		\$9,600
Office Supplies	\$2,200			\$2,200
Telephone and Internet	\$900	\$900		\$1,800
Marketing	\$600	\$1,525		\$2,125
Liability/Other Insurance		\$2,075		\$2,075
Instructional Material	\$5,250	\$19,750		\$25,000
Background Checks for Volunteers	\$1,250			\$1,250
Travel, Training & Conferences		\$2,800		\$2,800
TOTALS	\$25,000	\$84,000		\$109,000

AGENCY ASSETS

Unrestricted cash	\$3,315
Restricted cash*	
Total cash on hand	\$3,315

*If restricted cash, attach description and amount of restriction

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe.

2009 - Requested \$3,500; Received \$1,950
 2010 - Requested \$4,500; Denied
 2013 - Requested \$15,000; Received \$10,000
 2014 - Requested \$20,000; Received \$14,103
 2015 - Requested \$35,000; Denied
 2016 - Requested \$30,000; Received \$11,000

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Salaries and Benefits	\$62,150	Funding will help compensate staff salaries for an Executive Director, Office Manager, and Grant Writer. The requested grant for salaries, in the amount of \$10,000 covers approximately 6% of staff salaries.
Rent and Utilities	\$9,600	Annual rent is \$800 per month, utilities are included
Office Supplies	\$2,200	Miscellaneous supplies, paper, ink, etc.
Telephone and Internet	\$1,800	Includes internet, business cell phone, and land line.
Marketing	\$2,125	Advertising, promotion, printing, and publications.
Liability/Other Insurance	\$2,075	
Instructional Material for 300+ New Students	\$25,000	The grant will be used to purchase the instructional materials we use (<i>Laubach Way to English/Reading</i>) at a cost of \$80 per set of 6 books for each tutor and student.
Background Checks for Volunteer Tutors	\$1,250	Background Checks for Volunteers (62 new tutors), Approximately \$20/each
Travel, Training & Conferences	\$2,800	Cost includes mileage (reimbursed at the prevailing federal rate), conference fees and accommodations.
Total	\$109,000	

PROJECT ADMINISTRATION

AGENCY DIRECTOR

Name:	Florence G. Phillips
Title:	Executive Director
Address	1894 E. William St. #4-125, Carson City, NV 89701
Phone number:	(775) 888-2021
Email:	eslinhomenv@aol.com

PROJECT MANAGER

Name:	Florence G. Phillips
Title:	Executive Director
Address	1894 E. William St. #4-125, Carson City, NV 89701
Phone number:	(775) 888-2021
Email:	eslinhomenv@aol.com

FISCAL MANAGER

Name:	Florence G. Phillips
Title:	Executive Director
Address	1894 E. William St. #4-125, Carson City, NV 89701
Phone number:	(775) 888-2021
Email:	eslinhomenv@aol.com

PERFORMANCE TRACKING CONTACT

Name:	Florence G. Phillips
Title:	Executive Director
Address	1894 E. William St. #4-125, Carson City, NV 89701
Phone number:	(775) 888-2021
Email:	eslinhomenv@aol.com

AGENCY INFORMATION

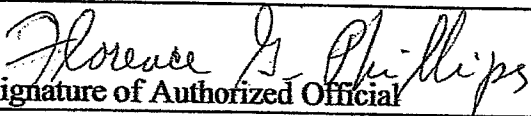
Date of incorporation	February, 2004
Date of IRS certification	Sept. 18, 2008
Tax exempt number	26-1921147
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	829318810

Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	✓
2	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. OR Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	✓
3	Current Organization Chart with names of staff members	✓
4	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 CSSG funds.]	✓
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statement, General Ledger, Balance Sheet	✓
7	Funding commitment letters and/or letters of support (if applicable)	

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	1/12/2017 Date
FLORENCE G. PHILLIPS Typed Name and Title of Authorized Official	775-888-2021 Phone Number

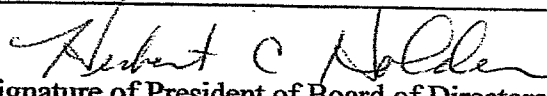
 Signature of President of Board of Directors	1/12/2017 Date
Herbert C. Holden Typed Name of President of Board of Directors	970-946-0410 Phone Number

Table 2B: Priority Community Development Needs
(This table is for your reference only. Do not fill out)

Priority Need	Priority Need Level	Unmet Priority Need	Dollars to Address Need	5 Yr Goal Plan/Act	Annual Goal Plan/Act	Percent Goal Completed
Acquisition of Real Property	Medium					
Disposition	Low					
Clearance and Demolition	Low					
Clearance of Contaminated Sites	Low					
Code Enforcement	Low					
Public Facility (General)	Measures by # of Projects/Facilities					
Senior Centers	Medium					
Handicapped Centers	Medium					
Homeless Facilities	High	1		1		
Youth Centers	Medium					
Neighborhood Facilities	High	1		1		
Child Care Centers	Medium					
Health Facilities	Medium					
Mental Health Facilities	High					
Parks and/or Recreation Facilities	High	1		1		
Parking Facilities	Medium					
Tree Planting	Low					
Fire Stations/Equipment	Medium					
Abused/Neglected Children Facilities	High	1		1		
Asbestos Removal	Low					
Non-Residential Historic Preservation	Medium					
Other Public Facility Needs	Medium					
Infrastructure (General)	Measured by # of Projects/Facilities					
Water/Sewer Improvements	Medium					
Street Improvements	High					
Sidewalks	High	4		4		
Solid Waste Disposal Improvements	Medium					
Flood Drainage Improvements	Medium					
Other Infrastructure	Medium					
Public Services (General)	Measured by # of Persons Served					
Senior Services	Medium					
Handicapped Services	High			50		
Legal Services	Medium					
Youth Services	High			250		
Child Care Services	Medium					

Transportation Services	Medium					
Substance Abuse Services	High			300		
Employment/Training Services	Medium					
Health Services	Medium					
Lead Hazard Screening	Medium					
Crime Awareness	Medium					
Fair Housing Activities	High	1		50		
Tenant Landlord Counseling	Medium					
Other Services	Medium					
Economic Development (General)	Measured by Business Assisted and Jobs Created					
C/I Land Acquisition/Disposition	Medium					
C/I Infrastructure Development	Medium					
C/I Building Acq/Const/Rehab	Medium					
Other C/I	Medium					
ED Assistance to For-Profit	Low					
ED Technical Assistance	Medium					
Micro-enterprise Assistance	Low					
Other						
Transit Oriented Development	Medium					
Urban Agriculture	Medium					

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 18 2008**

ESL IN-HOME PROGRAM OF NORTHERN
NEVADA
702 SEAN DR
CARSON CITY, NV 89701

Employer Identification Number:
26-1921147
DLN:
17053100339008
Contact Person:
B.J. ANDUJAR ID# 75892
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 23, 2008
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

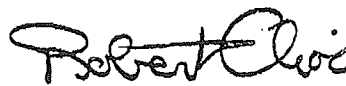
Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

-2-

ESL IN-HOME PROGRAM OF NORTHERN

Sincerely,

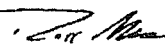


Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosures: Publication 4221-PC

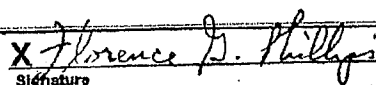
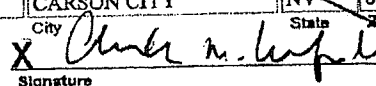
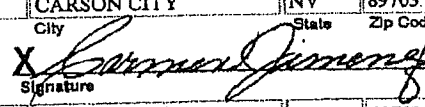
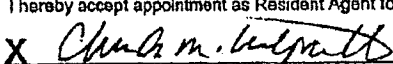
Secretary of State
206 North Carson Street
Carson City, Nevada 89701-4299
(775) 684 5708
Website: secretaryofstate.biz

**Articles of Incorporation
Nonprofit Cooperative Corporation
Without Stock**
(PURSUANT TO NRS 81.410-81.540)

Filed in the office of  Ross Miller Secretary of State State of Nevada	Document Number 20080053099-66
	Filing Date and Time 01/23/2008 7:23 AM
	Entity Number E0052612008-7

USE BLACK INK ONLY - DO NOT HIGHLIGHT

ABOVE SPACE IS FOR OFFICE USE ONLY

1. Name of Corporation:	ESL IN-HOME PROGRAM OF NORTHERN NEVADA			
2. Resident Agent Name and Street Address:	CHARLES M. KILPATRICK, ESQ. Name 412 NO. DIVISION STREET CARSON CITY Nevada 89703 (MANDATORY) Physical Street Address City State Zip Code OPTIONAL) Mailing Address City State Zip Code			
3. Names, Addresses and Number of Board of Directors/Trustees: (must not be less than three)	The First Board of Directors/Trustees shall consist of <u>5</u> members whose names and addresses are as follows: 1. FLORENCE G. PHILLIPS Name 702 SEAN DRIVE CARSON CITY NV 89701 Street Address City State Zip Code 2. MICHAEL DAVIS Name 705 WASHINGTON ST., #41 RENO NV 89503 Street Address City State Zip Code 3. CARMEN JIMENEZ Name 2040 EVERGREEN DRIVE CARSON CITY NV 89703 Street Address City State Zip Code			
4. Purpose: (required; continue on additional page if necessary)	The purpose of this Corporation shall be: To establish and operate a non-profit program of community volunteers to provide English instruction (cont)			
5. Voting Power and Property Rights/Interest of Each Member: (please see instructions)	Voting powers and property rights/interest of each member are equal.			
6. Names, Addresses and Signatures of Incorporators: (must be subscribed by three or more of the original members, a majority of whom must be residents of this state)	1. FLORENCE G. PHILLIPS X  Name Signature 702 SEAN DRIVE CARSON CITY NV 89701 Address City State Zip Code 2. CHARLES M. KILPATRICK X  Name Signature 412 NO. DIVISION STREET CARSON CITY NV 89703 Address City State Zip Code 3. CARMEN JIMENEZ X  Name Signature 2040 EVERGREEN DRIVE CARSON CITY NV 89703 Address City State Zip Code			
7. Certificate of Acceptance of Appointment of Resident Agent:	I hereby accept appointment as Resident Agent for the above named corporation. X  1-11-08 Authorized Signature of R.A. or On Behalf of R.A. Company Date			

This form must be accompanied by appropriate fees.

Nevada Secretary of State Form NRS 81.410 Articles 2007
Revised on: 01/01/07

AMENDMENT
TO ARTICLES

BYLAWS

DUAR
ETING
1/26/08

**Current Organization Chart, ESL In-Home Program of Northern Nevada
(with names of staff members)**

1). Florence G. Phillips, Executive Director/Founder; Full-time

2004 – Present: Founder/Director, ESL In-Home Program of Northern Nevada, Carson City, Nevada. Created program to teach basic English to non-English speaking people in their homes on a one-to-one basis at no cost. Recruited community volunteer tutors to teach adults who are unable to attend formal classroom settings, in ESL, GED, Computer and Financial Literacy, and U.S. citizenship study. Website: eslinhome.org

1988-1999– U.S. Peace Corps Volunteer living 2 years each in Guatemala, Jamaica and Kenya, East Africa assigned to small business development in each country while tutoring ESL to natives.

1999-2003 – AmeriCorps/Vista Volunteer recruiting Vista's to Learn and Serve school programs.

2009-2016 - Received various awards for business and volunteer skills

2). Ana Torres, Office Manager; Part-time

3). Mary Tumbusch, Grant Writer; Part-time

ESL IN-HOME PROGRAM OF NORTHERN NEVADA

BOARD OF DIRECTORS 2016-2017 (all time is donated)

President:

Herbert Holden
P.O. Box 862
Reno, NV 89439
970-946-0410
Retired Industrial Psychologist
EM: holdenherbert@hotmail.com

Vice President:

Carol Lucey
2637 Maple Shade
Carson City, NV 89703
841-4406
13 year Presidency of Western Nevada College
EM: carolannlucey@gmail.com

Treasurer:

Judi Thran
3470 GS Richards Blvd
Carson City, NV 89703
775-882-3201
Senior Accountant, VT Williams & Associates
EM: Judi.T@vta-cpa.com

Secretary:

Patricia Coia
2925 Susileen
Reno, NV 89509
775-348-7847
Retired School Teacher; Current ESL Tutor
EM: crmmp2001@yahoo.com

Member:

Teresa Shouppe
1892 Sonoma Street
Carson City, NV 89701
Reno, NV
775-885-1801
13 yrs. Vice President, Corporate Operation Officer: Nevada State bank
EM: teresa.shouppe@nsbank.com

Form 990-N (e-Postcard) Summary
(THIS IS NOT A FILEABLE FORM - FOR REVIEW PURPOSES ONLY**)**

Tax period beginning 07/01/2014 and ending 06/30/2015

Organization's legal name

Employer ID number

ESL IN-HOME PROGRAM OF NORTHERN NEVADA

26-1921147

Other names used by organization (DBA)

Number and street (or P.O. box, if applicable)

Room/Suite

Telephone number

702 SEAN DRIVE

775-888-2021

City or town, state or country and ZIP + 4

CARSON CITY, NV 89701-6008

Web address, if applicable

Check if organization is not a 509(a)(3) supporting organization and its gross receipts meets limits for the tax year



Check if organization is terminating (going out of business)



Information regarding principal officer:

Name

FLORENCE G PHILLIPS

Street address

702 SEAN DRIVE

City, state or country and ZIP + 4

CARSON CITY, NV 89701-6008

11:21 PM
10/11/16
Accrual Basis

E.S.L.-HOME PROGRAM OF NORTHERN NEVADA

Profit & Loss

July 2015 through June 2016

	Jul '15 - Jun 16
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43450 · Individ, Business Contributions	42,140.24
43400 · Direct Public Support - Other	19.96
Total 43400 · Direct Public Support	42,160.20
45000 · Investments	
45020 · Dividend, Interest (Securities)	3.06
Total 45000 · Investments	3.06
47200 · Program Income	
47220 · Member Assessments	2,145.00
Total 47200 · Program Income	2,145.00
Total Income	44,308.26
Gross Profit	44,308.26
Expense	
62100 · Contract Services	
62150 · Outside Contract Services	53,002.10
Total 62100 · Contract Services	53,002.10
65000 · Operations	
65020 · Postage, Mailing Service	180.00
65030 · Printing and Copying	236.63
65040 · Supplies	5,187.41
Total 65000 · Operations	5,604.04
65100 · Other Types of Expenses	
65120 · Insurance - Liability, D and O	1,790.37
65150 · Memberships and Dues	199.00
65160 · Other Costs	226.55
Total 65100 · Other Types of Expenses	2,215.92
65500 · Program Services	
65510 · Educational Materials	3,658.57
Total 65500 · Program Services	3,658.57
66900 · Reconciliation Discrepancies	0.00
Total Expense	64,480.63
Net Ordinary Income	-20,172.37
Net Income	-20,172.37

11:19 PM

10/11/16

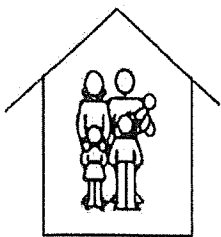
Accrual Basis

E.S.L.-HOME PROGRAM OF NORTHERN NEVADA

Balance Sheet

As of June 30, 2016

	Jun 30, 16
ASSETS	
Current Assets	
Checking/Savings	
NEVADA STATE BANK - CHECKING	1,013.04
NEVADA STATE BANK - SAVINGS	32,174.00
Total Checking/Savings	33,187.04
Total Current Assets	33,187.04
TOTAL ASSETS	33,187.04
LIABILITIES & EQUITY	
Equity	
32000 - Unrestricted Net Assets	53,359.41
Net Income	-20,172.37
Total Equity	33,187.04
TOTAL LIABILITIES & EQUITY	33,187.04



RON WOOD FAMILY RESOURCE CENTER

2621 Northgate Lane
Suite 62
Carson City, NV 89706
(775) 884-2269 - Phone
(775) 884-2730 - Fax
www.carson-family.org

BOARD OFFICERS

Gere' Clark
Chairman

Adrienne Murphy
Vice Chair

Valeri Wood
Secretary/Treasurer

BOARD OF DIRECTORS

Linda Allen

Ali Bannister

Trina Dahlin

Ken Furlong

Rick Redican

Paul Saucedo

Greg Wood

EXECUTIVE DIRECTOR

Joyce Buckingham

Promoting
Healthy
Family
Relationships
Through
Education
& Support Services

April 13, 2016

To Whom It May Concern:

Please consider this a letter of support and agreement for collaboration with Florence Phillips and the ESL In-Home Program of Northern Nevada.

Ron Wood Family Resource Center has worked together with the ESL In-Home Program for at least the last 11 years. During that period of time this worthwhile program has assisted numerous individuals in our community.

Florence Phillips and the ESL In-Home Program works with many of our clients to offer them literacy services at no cost. Through true collaboration, Florence and her volunteers also hold numerous training sessions and one-on-one ESL literacy sessions onsite at the center as needed.

Ron Wood Family Resource Center refers individuals to the services of the ESL In-Home Program frequently. Our population of clients is approximately 70% Latino. Many of the individuals we serve are non-English speaking individuals. The services provided by the ESL Literacy Program are offered to these families and the program structure lends itself to increase the self-sufficiency and self-esteem of the individuals that are served.

In conclusion, we enjoy a very positive and successful relationship with the ESL In-Home Program of Northern Nevada and support partnering with them on programs and their ongoing endeavors.

Sincerely,

Joyce Buckingham
Executive Director
Ron Wood Family Resource Center

October 2015

To whom it may concern:

This letter is written in support of Florence Phillips and the work she does as executive director of the Nevada ESL-in-home program. Florence worked for 16 years as a Peace Corps and AmeriCorps*VISTA volunteer teaching business and basic English language skills in the United States, East Africa, West Indies, and Central America. She moved to Carson City, Nevada in 1999 where she continued to volunteer with AmeriCorps*VISTA. It was in this capacity that Florence recognized challenges in adult literacy as a frustrating obstacle. She resolved to do her part by eliminating these obstacles and began tutoring women in English. Florence eventually founded the ESL In-Home Program of Northern Nevada in 2004. She recruited volunteers from local clubs, service organizations, and the public to assist her in tutoring people in English. This program has become so popular among new immigrants that she now has a waiting list for tutoring services of over 1000 people.

As a member of her board of directors and a tutor in her program, I have had the opportunity to closely observed the work that Florence does to assist people in our community. She does outstanding work. She was recently honored by the governor as one of the excellent volunteers who serve our state. I am happy to recommend Florence to you and your program.

Sincerely yours,

Carol Lucey

Carol Lucey, PhD
President Emerita
Western Nevada College
775 841 4406 (home)

April 15, 2016

To Whom It May Concern:

Empire ESL Parents and I are pleased to continue a working relationship with the ESL IN-HOME PROGRAM which is the project to teach free English to foreign families. This program is very valuable in helping our Latino families have better lives through education.

Over the past years and current year, the ESL In-Home Program has provided tutors to help our Empire children's parents learn English. I would like to take this opportunity to thank this Program for the exemplary free service given to our Latino families.

Once again all the services provided through this program has really made a powerful impact in the lives of the families at our school.

Sincerely,

Miriam Torres

Miriam Torres

Parent Advocate

Empire Elementary School

mtorres@carson.k12.nv.us



July 25, 2012

To whom it may concern,

As State Director of the Corporation for National and Community Service, I am pleased to support the ESL In Home Program, as we currently fund an AmeriCorps*VISTA Program through them.

We have worked closely with Ms. Florence Phillips, Executive Director of the ESL In Home Program in the past, as we have supported this program with numerous full time AmeriCorps*VISTA Volunteers. Ms. Phillips has served as a VISTA Volunteer and Leader in multiple states, as well as a Peace Corps Volunteer serving overseas in a number of countries.

Florence has been very creative in founding the ESL In Home Program, creating a Board of Directors, applying for and receiving her 501 C 3 status, and utilizing community volunteers to teach English as a second language to immigrants. She has also been successful in training many individuals on passing the test to achieve legal status as citizens of the United States.

ESL has utilized VISTAs extremely well, recruiting tutors and matching them with students. We are also encouraging them to develop the capacity and sustainability of the ESL program, as our VISTA support is limited to five years duration.

In short, this Program is very deserving of any funding request they submit. Their results are impressive, as they bring people out of poverty status, and provide them with English skills to accomplish more as tax paying citizens.

We are pleased to continue our collaboration with the ESL In Home Program, and encourage you to do likewise. You will definitely be able to see the results from funding this organization.

Should you have any questions, please don't hesitate to call me.

Sincerely,

R. Craig Warner/State Director
Corporation for National and Community Service
Suite 548, 400 S. Virginia St.
Reno, NV 89501

P: 775-784-7474
E: NV@cns.gov

Board of Directors

Herbert Holden
President

Carol Lucey
Vice President

Judi Thran
Treasurer

Patricia Coia
Secretary

Teresa Shouppe
Member

Advisory Members

*Kathy Bartoze, Director,
Partnership Carson City*

*Sarah Blithe, Ph.D.,
UNR Business Department*

*Joyce Buckingham, Director,
Ron Wood Family Resource
Center*

*Linda Nazemian,
SCORE Mentor*

*Miriam Torres,
Parent Advocate,
Empire Elementary School*

Students receiving award
certificates



Tutor and student
one-on-one



ESL In-Home Program of Northern Nevada

(Carson, Washoe, Douglas, Lyon, and Churchill Counties)



1894 E. William St. #4-125

Carson City, NV 89701

Phone: 775-888-2021

eslinhomenv@aol.com

www.eslinhome.org

We are a 501©3. All donations are tax-deductible.

WHY WE TEACH ADULTS

The only way to create a truly literate world is to include goals associated with underserved adult people and the literacy programs that serve them. Literacy programs help adult students to

- Take and pass their high school equivalency test
- Obtain and advance in jobs through learning new skills
- Become U.S. Citizens
- Help their ESL children with homework

The ESL In-Home Program of Northern Nevada was created in 2004 with one tutor and six students. We have helped over 5,000 immigrant adults living in five counties of northern Nevada: Carson, Douglas, Lyon, Churchill, and Washoe—at no cost—in English language skills.

Adult illiteracy cannot be seen as a singular social problem in isolation from children's literacy. Most "emergent literacy" emphasizes the familial dimensions of early literacy and underscores the connections between child and adult literacy, regarding learning, skill levels, and practices.

1. Education data indicates the following: Children whose parents reported literacy difficulties had a 72% chance of being in the lowest reading level in school tests (compared to 25% of children in the lowest reading level overall).
2. Low-skilled parents tend to have lower expectations and aspirations regarding education for themselves and their children.
3. Low-skilled parents cannot read to their children or encourage a love of learning. When low-skilled adults improve their literacy skills, this change affects the literacy of their children. With these new skills they can help a child with homework, read notes sent home from school, understand the school system their children engage in, and guide and encourage them.
4. Children of parents who are not involved in their education are more likely to display behavioral problems, get poor grades, have a high absentee rate, repeat school years, and drop out of school.
5. Children of parents who had not completed high school scored lower in vocabulary assessments than did children of parents with a high school degree or equivalent.
6. Parents with a high school diploma or high school equivalency certificate engage more in early childhood education activities with their children.
7. Parents with a high school diploma or a high school equivalency certificate are 11% more likely to assist their children with homework than those who did not complete high school.
8. Both literate and nonliterate parents believe strongly in education for their children, although literate parents are more likely to support their children in practical ways, such as meeting teachers and discussing progress with children.

In general, research finds that parents actively work to support their children's literacy even when their own years of school education are limited. Home literacy practices blended with literacy practices in schools create collaborative literacy practices rooted in a culture or neighborhood. Literacy courses introduce parents to ways of helping children in school and with the school curriculum, resulting in greater social benefits.

The ESL In-Home Program has had proven success with adult immigrants being tutored in ESL, Workplace Communication, GED Preparation, Computer and Financial Literacy, U.S. Citizenship Study—all at no cost.

If you have 1–2 hours/week to help with tutoring, contact 775-888-2021.



GENERAL INFORMATION

PLEASE READ ATTACHED INSTRUCTIONS ON PAGE NN FOR MORE INFORMATION.
APPLICATIONS ARE DUE*: **JANUARY 13, 2017, 4:00 P.M.**
PLEASE SUBMIT THE ORIGINAL PLUS 2 COPIES TO:

Carson City Dept. of Finance
201 N. Carson St., Ste. 3
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. An electronic version of this document is available at CARSON.ORG/CDBG.

APPLICANT INFORMATION

Agency Name: St. Teresa of Avila Conference Society of St. Vincent de Paul	
Agency Mailing Address: 3000 Lompa Lane	
Project Name: Emergency Assistance to Low & Extremely Low Income Persons in Need	
Project Address/Location: Carson City	
Agency Director:	
Board Chairperson: Anthony Kirkwood	
Contact Person: Barbara Sweeting	
Phone Number: 775-882-1968	Email: Barbara.sweeting@att.net
Fax:	Website (if applicable):
How long has your organization been in existence? 1846	In Carson City? 2010

PROJECT FUNDING

Requested amount:	\$ 6,000.00
Other funding:	\$ 47,000.00
Total project cost:	\$ 53,000.00

PROJECT SUMMARY

Please provide a brief summary of the proposed project (not the organization), including what the project is, who will be served, how many will be served, and where will it take place. The description should be **no more than five sentences**.

This program provides indirect emergency financial assistance to the low and extremely low income individuals and families in Carson City that have no other resources available.

Program services include but are not limited to emergency housing for the homeless, eviction prevention, partial security deposits, utility cut-off notices, fuel cards, bus passes, medicine, minor auto repairs, replacement ID cards, food and clothing needed for employment.

All financial assistance is paid directly to the businesses and/or agencies, funds are never released to the client.

In the 9/30/16 fiscal year 437 individuals and families were served, 68% of those served needed immediate emergency housing and eviction prevention and 16.7% received assistance with utility cut-off notices.

Our volunteers work closely with local hotels and motels, apartment complexes, utility companies and other outreach organizations like FISH, Salvation Army and Ron Woods whose grant and/or funding restrictions can't always provide emergency financial assistance to those in need.

FUNDING CATEGORY	
<input type="checkbox"/> Public Improvements	<input checked="" type="checkbox"/> Public Services
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Housing

PROJECT ELIGIBILITY

A. This project meets at least ONE of the HUD national objectives listed below (please check all that apply)

- ☒ 1. Benefits low/moderate income individuals/households
- ☐ 2. Addresses the prevention or elimination of slums or blight
- ☐ 3. Meets a particularly urgent community development need

B. Check all statements that describe HOW this project meets one of the National Objectives above:

☐ **L/M Area Benefit:** the project meets the identified needs of L/M income persons residing in an area where at least 51% of those residents are L/M income persons. The benefits of this type of activity are available to all persons in the area regardless of income. **Examples:** street improvements, water/sewer lines, neighborhood facilities, façade improvements in neighborhood commercial districts.

☒ **L/M Limited Clientele:** the project benefits a specific group of people (rather than all the residents in a particular area), at least 51% of whom are L/M income persons. The following groups are presumed to be L/M: abused children, elderly persons, battered spouses, homeless, handicapped, illiterate persons. **Examples:** construction of a senior center, public services for the homeless, meals on wheels for elderly, construction of job training facilities for the handicapped.

☐ **L/M Housing:** the project adds or improves permanent residential structures that will be occupied by L.M income households upon completion. Housing can be either owner or renter occupied units in either one family or multi-family structures. Rental units for L/M income persons must be occupied at affordable rents. Examples: acquisition of property for permanent housing, rehabilitation of permanent housing, conversion of non-residential structures into permanent housing.

☐ **L/M Jobs:** the project creates or retains permanent jobs, at least 51% of which are taken by L/M income persons or considered to be available to L/M income

persons. *Examples:* loans to pay for the expansion of a factory, assistance to a business which has publicly announced its intention to close with resultant loss of jobs, a majority of which are held by L/M persons.

_____ *Microenterprise Assistance:* the project assists in the establishment of a microenterprise or assists persons developing a microenterprise. (A microenterprise is defined as having five or fewer employees, one or more of whom owns the business.) This activity must benefit low/moderate income persons, area or jobs as defined in previous sections.

_____ *Slum or Blighted Area:* the project is in a designated slum/blight area and the result of this project addresses one or more of the conditions that qualified the area.

_____ *Spot Blight:* the project will prevent or eliminate specific conditions of blight or physical decay outside a slum area. Activities are limited to clearance, historic preservation, rehabilitation of buildings, but only to the extent necessary to eliminate conditions detrimental to public health and safety. *Examples:* historic preservation of a public facility threatening public safety, demolition of a deteriorated, abandoned building.

C. Project Category (check one):

☒ X Public Service (i.e., a new service or an **increase** in the level of service

_____ Public Facilities and Improvements (i.e., homeless shelter, water and sewer facilities, flood and drainage improvements, fire protection facilities/equipment, community centers, senior centers, health centers, parking, landscaping, streets, curbs, gutters and sidewalks, parks and playgrounds).

_____ Acquisition of Real Property

_____ Disposition of Real Property (sale, lease or donation)

_____ Privately-Owned Utilities

_____ Relocation Payments and Assistance to Displaced Persons

_____ Removal of Architectural Barriers, Handicapped Accessibility

_____ Housing Rehabilitation (weatherization)

_____ Historic Preservation

_____ Commercial or Industrial Rehabilitation, including façade improvements and correction of code violations

____ Special Economic Development or assistance to microenterprises

PROJECT DESCRIPTION

The Five-year Consolidated Plan identifies priority community development needs for Carson City (see table on page 13). 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, including how the project will address the National Objective indicated and whether the project is new, ongoing, or expanded from previous years. (please use allotted space)**

Since 2010 the emergency financial assistance requests have doubled, our programs continue to address the National Objective by providing indirect emergency financial assistance to the low and extremely low income individuals and families in Carson City. These services are provided to potential clients contacting our organization or in collaboration (referrals) from local agencies and outreach organizations trying to keep individuals and families off the streets while applying for services through these other agencies.

- 2) If the proposed project already exists, please describe your success rates in providing services to low- to moderate-income persons:**

We have been providing assistance to the low and extremely low income individuals and families in Carson City along with collaborating with local agencies since 2010. As of 2016 the demand for emergency financial assistance has doubled. Currently 68% of our funding is spent on eviction prevention and emergency housing for the homeless. Most of the services provided are a one time need to get an individual or family through a tough time with their finances due to unforeseen challenges. By working closely with the other local agencies also serving this population we are able to provide referral services rather than duplicating services already available allowing our funding to go farther.

- 3) Describe who will benefit from the proposed project.**

Services are provided to a limited clientele (low and extremely low income) in Carson City. Clients are individuals, families, single families, seniors and/or disabled in need of temporary assistance to get them on their feet or through a crisis. For example a car repair or medical bill can put these vulnerable individuals and families at risk of losing their place of residence or a job due to lack of transportation, missing important doctor appointments or simply buying food, formula, diapers and basic clothing.

- 4) If your project is designed to serve a specific or limited clientele, please indicate the population you will be serving with your project/program:

<input type="checkbox"/> Abused Children	<input type="checkbox"/> Illiterate Persons	<input checked="" type="checkbox"/> Homeless Persons
<input checked="" type="checkbox"/> Battered Spouses	<input checked="" type="checkbox"/> Severely Disabled Adults	<input type="checkbox"/> Migrant Farm Workers
<input checked="" type="checkbox"/> Elderly	<input checked="" type="checkbox"/> Other (Please explain) <i>The working poor.</i>	

- 5) If your project will not be serving a limited clientele, explain how you will document client income and how you will document that at least 51% of your clientele will be low-to-moderate income: N/A

- 6) How will the funds be used on this project?

98.5 % of the requested funds will be utilized on services provided to those in need. Our organization operates with a group of volunteers dedicated to our mission and who understand and want to help with the needs of the poor. There are no paid staff and operating cost of 1.5% are for volunteer recruiting, brochures, insurance and dues to the National St. Vincent de Paul Society headquartered in St. Louis, MO.

- 7) Can your organization reduce the need for grant funding in the future and become self-sustaining? Explain.

The demand for emergency financial assistance continues to grow in the community however our programs are currently limited by a budget that is dependent on donations. Our organization has compiled a historical database of client assistance, with this we are able to compile statistics on those we have helped to increase our fundraising efforts by applying for grants and foundations. The poor will always be with us and we are here to provide the emergency financial assistance these individuals and families need at their time of crisis.

- 8) Can you still proceed with your project if you are awarded partial funding? Please provide a detailed explanation.

Yes, even with partial funding we would be able to assist more individuals and families contacting our organization for emergency financial assistance and increase our ability to work with other agencies. Funding would be used for increased eviction prevention and partial security deposits and emergency housing.

- 9) Are there other organizations that provide the same service as your organization? If so, how do you coordinate your services?

We work closely and collaborate with FISH, Salvation Army and Ron Woods in Carson City to provide the best services possible to those in need. There are times these other organizations don't have the funds or it's not in their scope of work or budget to provide the immediate financial assistance needed. Through this important collaboration of

working together we are all able to help more individuals and families to stay in their homes, provide emergency housing, purchase medication, provide bus passes, gas cards and assist with utility cut off notices especially during the cold winter months.

10) What is the geographic target area that will be served by this project?

- ☐ Target Area (specify geographic area) _____
OR
☒ Community-wide

For Public Improvement (construction) Projects ONLY: N/A

- 1) Is the proposed project part of a larger project or is it a stand-alone project? (If part of a larger project, please describe the entire project.) N/A
- 2) Can this project be done in different phases? _____ Yes _____ No
If YES, explain. N/A
- 3) Have CDBG funds been used for an earlier phase? _____ Yes _____ No - N/A
- 4) Who currently holds title to the property involved? N/A
- 5) With whom will title be vested upon completion? N/A
- 6) Do any rights-of-way, easements or other access rights need to be acquired?
_____ Yes _____ No _____ N/A
- 7) If the project requires water rights or well permits, have they been acquired?
_____ Yes _____ No _____ N/A

For CDBG Economic Development projects ONLY: N/A

1. Identify the proposed employers that will be assisted with this project; (b) describe how they will comply with the requirement that at least 51% of the permanent full-time jobs created are either held by or made available to LMI persons; and (c) explain how they will document the jobs created and the income levels of the persons hired.

For CDBG Housing Projects please indicate: N/A

The number of homes to be rehabilitated: _____
The number of persons to be benefited: _____

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?**

For FY 9/30/16, 473 individuals and families were provided with our emergency program services. We anticipate assisting at least 500 individuals and families in the coming 2016-2017 fiscal year. With the additional funding requested this is estimated to increase to 564.

- 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 clientele assisted are low or extremely low income. Our service area is Carson City however not all the clientele are residents, some are here passing through when their car broke down, a job offer didn't come through, or they need gas cards or a bus ticket to get back home.

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

The outcome of this program is to assist the working poor, homeless individuals and families to keep off the streets or from living in their car by providing emergency financial assistance for eviction prevention, emergency housing, minor auto repairs or utility bills, funds to get a duplicate ID or birth certificate for employment, medical needs such as co-pays and medicine, fuel cards so they can get to work or a doctors appointment until their next paycheck or other applied services become available when no other emergency financial services are available.

- 4) **How do you plan to track clients served?**

A client intake form is created for each individual or family that contacts us for services. When clients call St. Teresa of Avila Church for assistance their calls are forwarded to a voice mail where they are instructed to leave their name, phone number and reason for calling. Once the volunteer on call retrieves the messages the names are compared to the existing client database for a history of prior assistance. Usually callers are helped only one time per year. Once this is done the volunteer calls the client to setup an appointment where two of our volunteers meet with the caller. At this time the client intake form is completed, ID is confirmed and the need verified as best we can. These client intake

forms (Attachment 9) are entered into a database for not only tracking who has been assisted but to track by service type and amount what has been spent on each client.

PROJECT BUDGET

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CDBG Grant. Detailed calculations **must** be attached in support of the proposed budget. Other funding is not required but will increase your score. Amount must match "Other Funding" from page #1. **Also attach Profit and Loss Statement, General Ledger, and Balance Sheet. Attach copies of funding commitment letters or other evidence of funding support, if applicable.**

Project Title: Emergency Assistance to Low & Extremely Low Income Persons in Need	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2016-17				
Auto Repairs		\$ 900.00		\$ 900.00
Bus Passes		\$ 200.00		\$ 200.00
Clothing/Food		\$ 100.00		\$ 100.00
Emergency Housing	\$ 2,500.00	\$ 15,000.00		\$ 17,500.00
Employment Assistance		\$ 500.00		\$ 500.00
Eviction Prevention	\$ 2,500.00	\$ 16,000.00		\$ 18,500.00
Medicine		\$ 2,000.00		\$ 2,000.00
Utilities	\$ 1,000.00	\$ 8,000.00		\$ 9,000.00
Other Client Services		\$ 1,300.00		\$ 1,300.00
Operating Expenses		\$ 1,000.00		\$ 1,000.00
TOTALS	\$ 6,000.00	\$ 47,000.00		\$ 53,000.00

AGENCY ASSETS	
Unrestricted cash	\$47,000.00
Restricted cash*	
Total cash on hand	\$3,000.00

*If restricted cash, attach description and amount of restriction

Have you applied for or received any funds or in-kind contributions from Carson City? If so, please describe. We applied for the 2015-2016 funding cycle but were not awarded any funds.

BUDGET JUSTIFICATION

Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Auto Repairs	\$ 900.00	Funds will support minor car repairs, car batteries, used tires
Bus Passes	\$ 200.00	Funds to purchase bus passes for city bus for employment or medical appointments
Clothing/Food	\$ 100.00	Funding for clothing and food are low since there are other agencies that provide this service, however on weekends these agencies are not available.
Emergency Housing	\$ 17,500.00	Emergency Housing averages to \$130.00 for a week however hotels and motels have increased their pricing creating a strain on the budget.
Employment Assistance	\$ 500.00	Funds are used to obtain replacement ID's or birth certificates, work boots or a blood test for employment.
Eviction Prevention	\$ 18,500.00	Funds are utilized for partial rent assistance to prevent evictions. Working poor often don't have benefits and if any work is missed they don't get paid making it difficult to always make the rent payment.
Medicine/Medical	\$ 2,000.00	Funds are used to purchase prescription medication for people in need. At times funds are also used for co-pays so an appointment can be kept.
Utilities	\$ 9,000.00	Utilities include NV Energy, SW Gas and Carson Water. Even though most clients are on a payment plan or subsidy payment is not always possible should other unavoidable issues arise.

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
Other Client Expenses	\$ 1,300.00	Funds are used for telephone cards, partial security deposits, auto insurance, etc.
Operating Expenses	\$ 1,000.00	Operating expenses include annual dues, liability insurance, supplies, and brochures.
Total	\$ 53,000.00	

PROJECT ADMINISTRATION

AGENCY DIRECTOR

Name:	Anthony Kirkwood
Title:	Chairman
Address	3000 Lompa Lane, Carson City
Phone number:	775-882-1968
Email:	

PROJECT MANAGER

Name:	Barbara Sweeting
Title:	Secretary
Address	3000 Lompa Lane, Carson City
Phone number:	775-882-1968
Email:	Barbara.sweeting@att.net

FISCAL MANAGER

Name:	Nancy Nizankiewicz
Title:	Treasurer
Address	3000 Lompa Lane, Carson City
Phone number:	775-882-1968
Email:	Nancynizan@yahoo.com

PERFORMANCE TRACKING CONTACT

Name:	Nancy Nizankiewicz
Title:	Treasurer
Address	3000 Lompa Lane, Carson City
Phone number:	775-297-3427
Email:	Nancynizan@yahoo.com

AGENCY INFORMATION

Date of incorporation	7/23/2010
Date of IRS certification	8/17/2010
Tax exempt number	13-5562362 (Group Exemption)

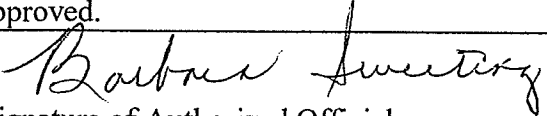
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	078 707 640
--	-------------

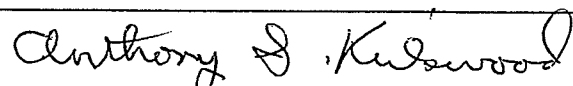
Attach items 1-6 to your application. Item 7 is optional. Please list and reference any additional attachments you are providing with your application. Do not include attachments unless they are needed to understand the project.

INDEX OF ATTACHMENTS

Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c)(3) letter (available to print from Secretary of State's website)	X
2	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. <u>OR</u> Submit proof that your entity is active and in good standing. Go to http://nvsos.gov/sosentitysearch/ and print your business entity information	X
3	Current Organization Chart with names of staff members	X
4	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 CSSG funds.]	X
5	501(c)(3) non-profits: Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	X
6	Profit and Loss Statement, General Ledger, Balance Sheet	X
7	Funding commitment letters and/or letters of support (if applicable)	X
8	Organization Description	X

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 1-13-17
Barbara Sweeting, Secretary	775-461-0571
Typed Name and Title of Authorized Official	Phone Number

	13 JAN 17
Signature of President of Board of Directors	Date

Anthony Kirkwood, Chairman	775-882-1968 Phone Number
Typed Name of President of Board of Directors	



Attachment 1

NATIONAL COUNCIL OF THE UNITED STATES
SOCIETY OF ST. VINCENT DE PAUL, INC.

December 19, 2016

Society of St. Vincent de Paul
St. Teresa of Avila Conference
EIN: 80-0633277
3000 N. Lompa Lane
Carson City, NV 89706

Dear Applicant:

We have considered your application for acceptance into the National Council of the United States Society of St. Vincent de Paul Tax-Exemption Group (IRS - EIN: 13-5562362). You have been accepted as a subordinate of the National Council of the United States Society of St. Vincent de Paul in the IRS Tax-Exempt Group 5496, making you exempt from federal tax under section 501(a) of the Internal Revenue Code as organizations of the type described in section 501(c)(3).

YOU WILL NOT RECEIVE A FORMAL LETTER OF DETERMINATION FROM THE INTERNAL REVENUE SERVICE. Once each year, in June, the National Council submits an annual update to IRS of all changes, additions to, and deletions from its Group 5496. It will be after IRS updates their database that IRS will formally recognize you as a nonprofit. However, you are formally acknowledged as a nonprofit from the date you were accepted to Group 5496.

Donors may deduct contributions to subordinates as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to subordinates or for their use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of section 2055, 2106, and 2522 of the Code.

ALL SUBORDINATES ARE REQUIRED TO FILE FORM 990, 990-EZ OR 990-N EACH YEAR by the 15th day of the fifth month after the end of the annual accounting period. For subordinates of Group 5496, that deadline is February 15 of the year following the September 30 close of business. For those subordinates whose gross income is \$50,000 or less, electronic notice, Form 990-N, may be submitted. For those whose gross income exceeds \$50,000 either Form 990 or 990-EZ must be submitted. Use the form appropriate to the criteria. The law imposes a penalty for late filing. If a subordinate fails to file for three consecutive years, IRS may revoke its tax-exempt status. If that is the case, the subordinate may not join this or any other Group in the future. Reinstatement of tax-exempt status would only occur through independent tax-exempt application directly to IRS using Form 1023.

All subordinates are required to follow all federal, state and local laws pertaining to their legal nonprofit status.

In the case that a subordinate chooses to apply for federal, state, local government or private foundation grants, it must apply using its own EIN and not that of the National Council.

Because this letter could help resolve any questions about your exempt status, you should keep this letter in your records.

If you have any questions, please contact Sherry Brown at the National Council (314-576-3993 ext. 200).

Sincerely,

David Barringer
Chief Executive Officer



SAINT TERESA OF AVILA CONFERENCE, SAINT VINCENT DE PAUL SOCIETY

Business Entity Information

Status:	Active	File Date:	7/23/2010
Type:	Domestic Non-Profit Corporation	Entity Number:	E0371642010-0
Qualifying State:	NV	List of Officers Due:	7/31/2017
Managed By:		Expiration Date:	
NV Business ID:	NV20101590553	Business License Exp:	

Registered Agent Information

Name:	REGISTERED AGENT INC.	Address 1:	769 BASQUE WAY SUITE 300
Address 2:		City:	CARSON CITY
State:	NV	Zip Code:	89706
Phone:		Fax:	
Mailing Address 1:		Mailing Address 2:	
Mailing City:		Mailing State:	NV
Mailing Zip Code:			
Agent Type:	Commercial Registered Agent - Corporation		
Jurisdiction:	NEVADA	Status:	Active

Financial Information

No Par Share Count:	0	Capital Amount:	\$ 0
No stock records found for this company			



Officers

☐ Include Inactive Officers

Director - MICHAEL NIZANKIEWICZ

Address 1:	3000 N LOOMPA LN	Address 2:	
City:	CARSON CITY	State:	NV
Zip Code:	89706	Country:	USA
Status:	Active	Email:	

Treasurer - NANCY NIZANKIEWICZ

Address 1:	3000 N LOOMPA LN	Address 2:	
City:	CARSON CITY	State:	NV
Zip Code:	89706	Country:	USA
Status:	Active	Email:	

Secretary - LINDA NOAH

Address 1:	3000 N LOOMPA LN	Address 2:	
City:	CARSON CITY	State:	NV

Attachment 2

Zip Code:	89706	Country:	USA
Status:	Active	Email:	
President - BARBARA SWEETING			
Address 1:	3000 N LOOMPA LN	Address 2:	
City:	CARSON CITY	State:	NV
Zip Code:	89706	Country:	USA
Status:	Active	Email:	

Actions\Amendments			
Action Type:	Articles of Incorporation		
Document Number:	20100561015-81	# of Pages:	2
File Date:	7/23/2010	Effective Date:	
(No notes for this action)			
Action Type:	Correction		
Document Number:	20100593206-68	# of Pages:	1
File Date:	8/6/2010	Effective Date:	
(No notes for this action)			
Action Type:	Initial List		
Document Number:	20100760958-08	# of Pages:	1
File Date:	10/9/2010	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20110500533-90	# of Pages:	1
File Date:	7/5/2011	Effective Date:	
7/11 - 7/12			
Action Type:	Registered Agent Change		
Document Number:	20110500534-01	# of Pages:	1
File Date:	7/5/2011	Effective Date:	
RAC			
Action Type:	Annual List		
Document Number:	20120701536-07	# of Pages:	1
File Date:	7/31/2012	Effective Date:	
12-13			
Action Type:	Registered Agent Change		
Document Number:	20120701537-18	# of Pages:	1
File Date:	7/31/2012	Effective Date:	
(No notes for this action)			
Action Type:	Reinstatement		
Document Number:	20140740905-32	# of Pages:	1
File Date:	10/30/2014	Effective Date:	

Attachment 2

revoked 8/1/14

Action Type:	Annual List		
Document Number:	20140740910-08	# of Pages:	1
File Date:	10/30/2014	Effective Date:	
(No notes for this action)			
Action Type:	Charitable-Solicitation Registration Exemption		
Document Number:	20140740911-19	# of Pages:	1
File Date:	10/30/2014	Effective Date:	
(No notes for this action)			
Action Type:	Acceptance of Registered Agent		
Document Number:	20140740912-20	# of Pages:	1
File Date:	10/30/2014	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20150345003-63	# of Pages:	1
File Date:	7/30/2015	Effective Date:	
(No notes for this action)			
Action Type:	Charitable-Solicitation Registration Statement		
Document Number:	20150345004-74	# of Pages:	1
File Date:	7/30/2015	Effective Date:	
(No notes for this action)			
Action Type:	Annual List		
Document Number:	20160336317-82	# of Pages:	1
File Date:	7/28/2016	Effective Date:	
16/17			
Action Type:	Charitable-Solicitation Registration Statement		
Document Number:	20160336319-04	# of Pages:	1
File Date:	7/28/2016	Effective Date:	
(No notes for this action)			

ST. VINCENT DE PAUL SOCIETY

MINUTES FOR MEETING, OCTOBER 13th, 2016

Members Present:	Tony Kirkwood	Barbara Sweeting
	Millie Solley	Lori & Rich Courtney
	Danny Costella	Rosie Noah
	Mike Nizankiewicz	

Meeting was opened at 6:305 p.m. by President Tony Kirkwood; Opening prayer was read by all the members; Tony had an article from "The Word Among us" that dealt with "our spiritual gifts," (from Ephesians 1:1-10) which was read by some of the members.. Minutes of the September 22nd, 2016 meeting were read and approved.. Home visits were then discussed (without names of clients mentioned) since we had guests present..

Old Business: Tony mentioned he had left 2 messages for Karen Burrows but had not received a return call.

New Business: We had 2 very welcome guests present at this meeting, Leslie Woodworth and Auralee Dallas, who had signed up at our Ministry Fair. Mike gave them a brief description on how the Society was founded and what we do at the local level

New Business: Tony advised us of the names of the Board members for the new term::

President:	Tony Kirkwood
Vice President	Linda Rosie Noah
Secretary	Barbara Sweeting

Mike mentioned that the members would like to have a get-together for Barbara as a "thank you" for her service as President and it was decided to have as many members who can attend meet at Las Garcias restaurant at 6:30 p.m. on Thursday, 10/20/16 to socialize.

Special collection was then taken.

The meeting was closed at approx. 7:35 p.m.

Barbara Sweeting, Secretary

Barbara Sweeting,, Secretary

1-13-2017
 Certified to be a true &
 exact copy of minutes
 of 10-13-2016 meeting of
 St. Vincent de Paul
 Society
Barbara Sweeting
 Secretary



National Council of the United States
Society of St. Vincent de Paul

End Poverty Through Systemic Change

Organizational Chart – Attachment 3

<p>International Council Paris, France 150 Countries—5 Continents—44,600 Conferences and 800,000 Members</p>	
<p>USA National Council St. Louis, Missouri 64,300 Active, 27,083 Associate and 59,251 Contributing Members A total of more than 150,000 members in 8 Regions throughout the U.S.</p>	
<p>(Arch)Diocesan Councils 51 (Arch)Diocesan Councils</p>	
<p>District Councils 380 District Councils uniting and supporting the Conferences</p>	
<p>Conferences 4,441 Conferences, the basic unit of organization in Catholic Parishes, Universities and Special Works.</p>	
<p>St. Teresa of Avila Catholic Church Conference, Society of St. Vincent de Paul Carson City, NV Board of Directors Chair – Anthony Kirkwood Secretary – Barbara Sweeting Treasurer – Nancy Nizankiewicz <u>Volunteers (No paid staff)</u></p>	
<p>Deacon Craig Robert Kerley Danny Costello Elizabeth Tannehill Dave Ziegler</p>	<p>Millie Solley David Bell Rosie Noah Michael Nizankiewicz</p>

**St. Teresa of Avila Catholic Church Conference,
Society of St. Vincent de Paul
Carson City, NV**

Board of Directors

Chair – Anthony Kirkwood – Term 10/1/16 – 9/30/19
Secretary – Barbara Sweeting – Term 10/1/16 – 9/30/19
Treasurer – Nancy Nizankiewicz – Term 10/1/16 – 9/30/19

Form **990-EZ****Short Form****Return of Organization Exempt From Income Tax**

OMB No. 1545-1150

2016

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.**Open to Public Inspection**Department of the Treasury
Internal Revenue Service**A** For the 2016 calendar year, or tax year beginning 10-1-15, and ending 9-30-, 2016**B** Check if applicable:

- ☐ Address change
☐ Name change
☒ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organizationSociety of St. Vincent de Paul St. Teresa of Avila Conference

Number and street (or P.O. box, if mail is not delivered to street address)

Room/suite

3000 N. Lompac Lane

City or town, state or province, country, and ZIP or foreign postal code

Carson City, NV 89703**D** Employer identification number13-5562362**E** Telephone number775-882-1968**F** Group ExemptionNumber ▶ 5496**G** Accounting Method: ☒ Cash ☐ Accrual Other (specify) ▶**I** Website: ▶**H** Check ☐ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).**J** Tax-exempt status (check only one) -- ☒ 501(c)(3) ☐ 501(c) () ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527**K** Form of organization: ☐ Corporation ☐ Trust ☒ Association ☐ Other**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets(Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ 44,317.12**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	<u>44,317.12</u>
	2	Program service revenue including government fees and contracts	2	<u>0.00</u>
	3	Membership dues and assessments	3	<u>0.00</u>
	4	Investment income	4	<u>0.00</u>
	5a	Gross amount from sale of assets other than inventory	5a	<u>0.00</u>
	b	Less: cost or other basis and sales expenses	5b	<u>0.00</u>
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	<u>0.00</u>
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	<u>0.00</u>
	b	Gross income from fundraising events (not including \$ <u>0.00</u> of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	<u>0.00</u>
c	Less: direct expenses from gaming and fundraising events	6c	<u>0.00</u>	
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	<u>0.00</u>	
7a	Gross sales of inventory, less returns and allowances	7a	<u>0.00</u>	
b	Less: cost of goods sold	7b	<u>0.00</u>	
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	<u>0.00</u>	
8	Other revenue (describe in Schedule O)	8	<u>0.00</u>	
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	<u>44,317.12</u>	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	<u>0.00</u>
	11	Benefits paid to or for members	11	<u>0.00</u>
	12	Salaries, other compensation, and employee benefits	12	<u>0.00</u>
	13	Professional fees and other payments to independent contractors	13	<u>0.00</u>
	14	Occupancy, rent, utilities, and maintenance	14	<u>0.00</u>
	15	Printing, publications, postage, and shipping	15	<u>735.66</u>
	16	Other expenses (describe in Schedule O)	16	<u>43,899.12</u>
	17	Total expenses. Add lines 10 through 16	17	<u>44,634.78</u>
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	<u><317.66></u>
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	<u>2,008.50</u>
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	<u>0.00</u>
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	<u>1,690.84</u>

For Paperwork Reduction Act Notice, see the separate Instructions.

Cat. No. 10642I

Form **990-EZ** (2016)

Part III	Statement of Program Service Accomplishments (see the instructions for Part III)	2
	Check if the organization is a:	

Expenses
(Required for section
501(c)(3) and 501(c)(4)
organizations; optional for
others.)

28	_____		

	(Grants \$ 0.00) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	28a	0.00
29	_____		

	(Grants \$ 0.00) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	29a	0.00
30	_____		

	(Grants \$ 0.00) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	30a	0.00
31	Other program services (describe in Schedule O) ▶ <input type="checkbox"/>		
	(Grants \$ _____) If this amount includes foreign grants, check here ▶ <input type="checkbox"/>	31a	0.00
32	Total program service expenses (add lines 28a through 31a) ▶	32	0.00

Check if the organization used Schedule O to respond to any question in this Part IV

Check if the organization used Schedule O to respond to any question in this Part IV

Form 990-EZ (2016)

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

**Open to Public
Inspection**

Name of the organization

Society of St. Vincent de Paul, St. Teresa of Avila Conference

Employer identification number

13-5542362 GEP# 5496

Part I, #1 - Revenues are individual donations made through the church

Poor Box, the church processes the donations and issues us a check.

In 2016 we recieved \$500.00 From a Las Vegas St Vincent de Paul Conference
As twinning.

Part I, #16 other expenses - 98.4% of all donations goes directly to the
programs provided which include but are not limited to; emergency
housing, eviction prevention, utility cut-offs, medication, bus passes,
minor auto repairs, replacement ID Cards, etc. In 2016 32% of
our Funds went to emergency housing for the homeless, 36.1% went
to eviction prevention, totaling 68% of our Funds alone. 1.6%
is used for administration such as copies, brochures, Liability
insurance and annual dues.

Part III - The mission is to serve the poor, click tele Fall into the low to
extremely low income individuals and families in Carson City, NV. We
did not recieve any grants in 2016

Part IV - There are no paid staff in our conference, we operate with
12 didicated volunteers.

Part VI - No paid staff and no paid contractors

3:41 PM

St. Teresa of Avila Conference of St. Vincent de Paul

Profit & Loss

01/15/17

Accrual Basis

October 2015 through September 2016

	Oct '15 - Sep 16
Income	
43400 · Direct Public Support	
43405 · Member Donations	580.30
43408 · Poor Box & Parishioner Donation	42,935.97
43410 · Northern NV Catholic Charities	300.00
43412 · Las Vegas SVdP Twinning	500.00
Total 43400 · Direct Public Support	44,316.27
43600 · Interest Income	0.85
Total Income	44,317.12
Expense	
62800 · Client Assistance Expenses	
62840 · Medical Expenses	1,077.28
62841 · Food	99.12
62842 · Utilities Expenses	
62843 · Gas/Propane	1,650.08
62845 · Water/Sewer/Trash	150.00
62850 · Electricity	5,511.80
62893 · Telephone	560.34
Total 62842 · Utilities Expenses	7,872.22
62855 · Clothing	51.34
62860 · Auto Expenses/Repairs	841.57
62870 · Bus Fare	168.50
62875 · Storage	195.00
62890 · Eviction Prevention	15,842.95
62891 · Security Deposit Assistance	150.00
62894 · Fuel	2,335.00
62895 · Other Client Expenses	149.50
62898 · Emergency Housing	14,047.48
62899 · Employment Assistance	22.25
Total 62800 · Client Assistance Expenses	42,852.21
65000 · Operations	
65005 · Bank Fees	13.00
65030 · Printing and Copying	35.45
65040 · Supplies	237.98
Total 65000 · Operations	286.43
65100 · Other Types of Expenses	
65150 · Memberships and Dues	355.00
65100 · Other Types of Expenses - Other	1,046.91
Total 65100 · Other Types of Expenses	1,401.91
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	94.23
Total 68300 · Travel and Meetings	94.23
Total Expense	44,634.78
Net Income	-317.66

General Ledger

As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
11000 - City National Bank						2,008.50
Check	10/01/2015	2479	Carson Pines Apts	Jeff and Lawada Gallup	-175.00	1,833.50
Check	10/01/2015	2424	Salaun Apts	Robert & Yvonne Tebrowski	-150.00	1,683.50
Deposit	10/05/2015			Deposit	1,158.63	2,842.13
Check	10/06/2015	2492	Carson City Inn	Steven Stone	-150.00	2,692.13
Check	10/06/2015	2487	Greater Nevada Credit Union	Kody Elder & Brianne Cruz Car Payment	-100.00	2,592.13
Check	10/07/2015	2480	SaveMart	Adelheid Angel	-40.94	2,551.19
Check	10/07/2015	2481	Bello Largo Apts	Dianne Marie Howard	-42.00	2,509.19
Check	10/07/2015	2362	NV Energy	Taylor Rampley	-202.97	2,306.22
Check	10/09/2015	2358	NV Board of Cosmetology	Debra Phillips	-200.00	2,106.22
Deposit	10/13/2015			Deposit	322.00	2,428.22
Check	10/13/2015	2497	Walgreens	Dorothy Lee Williams	-7.80	2,420.42
Check	10/13/2015	2491	George Anastassatos	Michelle Marie Ann Ralier	-50.00	2,370.42
Check	10/14/2015	2363	Silver Queen Inn	Sarah Dent	-145.00	2,225.42
Check	10/14/2015	2498	NV Energy	Danielle Stenz	-129.29	2,096.13
Check	10/14/2015	2499	Round House Inn	Chris Lee Rudisill	-145.00	1,951.13
Check	10/15/2015	2493	NV Energy	John Troy Houston	-121.22	1,829.91
Check	10/17/2015	2443	AM PM Services	Samantha Ton	-25.00	1,804.91
Check	10/17/2015	2445	Insuremax	Samantha Ton	-40.40	1,764.51
Deposit	10/20/2015			Deposit	894.92	2,659.43
Check	10/21/2015	2376	Diocese of Reno	Annual Conference Booth	-245.00	2,414.43
Check	10/21/2015	2364	Silver State Motel	Chris Rudisill & Sandra Abaste	-145.00	2,269.43
Check	10/21/2015	2365	Royal Vista Apts	Lynette Kimmlins	-132.00	2,137.43
Check	10/21/2015	2500	Camp n Town	Lewis Elmer Gross	-100.00	2,037.43
Check	10/21/2015	2501	All American Storage	Don & Brenda Brus	-70.00	1,967.43
Check	10/21/2015	2502	Chad North	Pamela Freeman	-77.76	1,889.67
Check	10/21/2015	2503	Silver State Motel	Christopher Rudisill	-145.00	1,744.67
Check	10/21/2015	2504	Veranda View Apts	Ramey Stradley and Tyra Dawn Hicks	-150.00	1,594.67
Deposit	10/27/2015			Deposit	1,486.10	3,080.77
Check	10/27/2015	2488	Walmart	Thomas Minlmier	-36.65	3,044.12
Check	10/27/2015	2505	Debbie Wong	Shelly Marie Powell	-150.00	2,894.12
Check	10/27/2015	2366	AM PM Services	Michelle Miller & Karen Nadon	-50.00	2,844.12
Check	10/27/2015	2367	George Anastassatos	Amanda Smiley	-150.00	2,694.12
Check	10/27/2015	2368	Tires Le Cumbre	Karen Nadon	-80.00	2,614.12
Check	10/27/2015	2369	Rebecca Reasoner	David Strouse	-150.00	2,464.12
Check	10/27/2015	2370	Royal Vista Apts	LLecenia Pacheco	-150.00	2,314.12
Check	10/27/2015	2494	Best Value Inn	Tony Mays	-55.00	2,259.12
Check	10/27/2015	2495	Silver State Motel	Caim Craton	-145.00	2,114.12
Check	10/27/2015	2496	Back on Track	Laureen McDermott	-150.00	1,964.12
Check	10/31/2015	2374	National Council of US Society of Svdp	Solidarity Contribution	-154.00	1,810.12
Deposit	10/31/2015			Interest	0.07	1,810.19
Check	11/03/2015	2506	George Anastassatos	Sunny Nina Caudill	-150.00	1,660.19
Check	11/03/2015	2507	Juann Beguella	Salvador Garcia & Marie Arrguin	-150.00	1,510.19
Deposit	11/03/2015			Deposit	750.00	2,260.19
Check	11/04/2015	2373	Americas Best Value Inn	Tony Mays	-100.00	2,160.19
Check	11/04/2015	2372	Silver State Motel	Alexis Hill & Paul Mulkey	-145.00	2,015.19
Check	11/04/2015	2371	NV Energy	Jessica Hallich	-100.03	1,915.16
Check	11/04/2015	2508	AM PM Services	Thomas & Mauveen McClenahan	-75.00	1,840.16
Check	11/05/2015	2522	Eagle Real Estate	Danille Hill	-100.00	1,740.16
Deposit	11/05/2015			Deposit	245.00	1,985.16
Check	11/08/2015	2509	Silver Queen Inn	Kimberly Brisco & Alex Osciano	-145.00	1,840.16
Check	11/10/2015	2517	Royal Apartments	Tanya Sears	-100.00	1,740.16
Deposit	11/10/2015			Deposit	620.03	2,360.19
Check	11/11/2015	2518	Tom Combs	Tracy Lynn Clark	-150.00	2,210.19
Check	11/12/2015	2519	Cherry Creek Apts	Karen Nadon	-100.00	2,110.19
Check	11/16/2015	2531	NV Energy	Taylor Ramsey	-239.00	1,871.19
Deposit	11/17/2015			Deposit	646.05	2,517.24
Check	11/17/2015	2490	Camp n Town	Wm Wegis	-74.70	2,442.54
Check	11/17/2015	2489	AM PM Services	Danette Miller	-50.00	2,392.54
Check	11/17/2015	2535	University Heights Apts	Dannette Sisk	-150.00	2,242.54
Check	11/17/2015	2536	Royal Apartments	Kelly Lee Wilson	-150.00	2,092.54
Check	11/17/2015	2537	Carson Highland Storage	Loretta Smith	-125.00	1,967.54
Check	11/17/2015	2538	Foothill Garden	Jeanne Michelle Fillmore	-150.00	1,817.54
Deposit	11/24/2015			Deposit	433.05	2,250.59
Check	11/27/2015	2539	Raley's Pharmacy	Sofia Hernandez	-71.14	2,179.45
Check	11/29/2015	2541	Royal Apartments	Oswald Torres & Lara Pachico	-125.00	2,054.45
Check	11/29/2015	2540	Royal Apartments	Theodore Gazarek	-75.00	1,979.45
Deposit	11/30/2015			Interest	0.06	1,979.51
Deposit	12/01/2015			Deposit	2,444.18	4,423.69
Check	12/01/2015	2542	Data Graphics	Business Cards	-35.45	4,388.24
Check	12/02/2015	2544	Silver State Motel	Amber Leigh Cupp & Jacob Watts	-145.00	4,243.24
Check	12/02/2015	2545	NV Energy	Augustine Mangione & Betty Jo Wagers	-190.00	4,053.24
Check	12/02/2015	2524	Silver State Motel	Daniel Webb & Holly Picinck	-145.00	3,908.24
Check	12/02/2015	2525	Silver State Motel	Kimberly Brisco & Alexander Caaccio	-145.00	3,763.24
Check	12/02/2015	2526	Silver State Motel	Jeffrey Genson	-145.00	3,618.24
Check	12/02/2015	2523	Carson City Inn	Tammy James & Brett Hoeppner	-150.00	3,468.24
Check	12/02/2015	2543	Foothill Garden Apt	Centras	-200.00	3,268.24

General Ledger

As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
Check	12/04/2015	2446	AM PM Services		-25.00	3,243.24
Check	12/04/2015	2528	Carson Pines Apts	Sarabeth Nelson & Paul Jensen	-200.00	3,043.24
Check	12/04/2015	2527	AM PM Services	Amber Cupp & Jacob Watts	-25.00	3,018.24
Check	12/04/2015	2450	Cricket	Chris Bernhard Phone Card	-25.00	2,993.24
Deposit	12/08/2015			Deposit	2,512.48	5,505.72
Check	12/08/2015	2556	Carson City Inn	David Lee Engel	-150.00	5,355.72
Check	12/08/2015	2557	Walmart	Thomas Mintmeier	-40.76	5,314.96
Check	12/08/2015	2558	Carson City Inn	Dawnella Garcia	-150.00	5,164.96
Check	12/09/2015	2559	Carson City Inn	Andrea Lamont Gilliam	-105.00	5,059.96
Check	12/09/2015	2547	River Valley Apts	Alexander & Kelley Bernard	-200.00	4,859.96
Check	12/09/2015	2546	George Anastassatas	Branon Johnson	-180.00	4,679.96
Check	12/09/2015	2529	AM PM Services	Gari Davidson	-150.00	4,529.96
Check	12/09/2015	2548	AM PM Services	Scott Colley	-100.00	4,429.96
Check	12/09/2015	2549	Senator Apartments	Joan Quinn	-70.00	4,359.96
Check	12/11/2015	2375	Nugget Inn	Della Lee Milek	-135.00	4,224.96
Check	12/11/2015	2579	Round House Inn	Michael Dominguez	-145.00	4,079.96
Check	12/11/2015	2560	Cherry Creek Apts	Bonnie Goff	-275.00	3,804.96
Check	12/11/2015	2561	Round House Inn	Michael Dominguez	-145.00	3,659.96
Check	12/11/2015	2562	Richard Courtney	Harp Transmision	-151.19	3,508.77
Check	12/14/2015	2530	Senator Apartments	Tamara & Leroy Bohannas	-285.00	3,223.77
Check	12/14/2015	2532	Parkway Plaza Apts	Rebecca Lauriton & Osvaldo Venegas	-325.00	2,898.77
Check	12/14/2015	2510	Menlo Manor	Leticia Guzman Rolon	-155.00	2,743.77
Deposit	12/15/2015			Deposit	604.32	3,348.09
Check	12/15/2015	2511	Senator Apartments	Jane Lynette Copeland	-150.00	3,198.09
Check	12/15/2015	2563	NV Energy	Rebecca Elaine Lott	-61.00	3,137.09
Check	12/16/2015	2550	Silver State Motel	Amy Byron & John Kelly	-150.00	2,987.09
Check	12/16/2015	2551	Carson Valley Visitors Bureau	Jeff Genson	-42.50	2,944.59
Check	12/17/2015	2564	Silver State Motel	Joshua Harrison	-145.00	2,799.59
Check	12/18/2015	2512	Round House Inn	Laurie Jeanne Lease & Jeff McCaffrey	-145.00	2,654.59
Check	12/18/2015	2513	Carson City Library		-33.00	2,621.59
Check	12/18/2015	2520	Vicky Kaleta	Mary & Mike Gallin	-145.00	2,476.59
Check	12/18/2015	2521	Parkway Plaza Apts	Victor Turrors	-150.00	2,326.59
Check	12/19/2015	2514	Carson City Inn	Tiffany & Brian Martin	-160.00	2,166.59
Check	12/19/2015	2578	Millard Realty	Mike Lawson	-200.00	1,966.59
Check	12/21/2015	2571	AM PM Services		-100.00	1,866.59
Check	12/21/2015	2565	Silver Queen Inn	Craig & Cynthia Martin	-145.00	1,721.59
Deposit	12/22/2015			Deposit	1,091.73	2,813.32
Check	12/23/2015	2554	Walmart	Patricia Barrett & Chris	-51.34	2,761.98
Check	12/23/2015	2553	Rodeway Inn	Carolyn Autra	-199.00	2,562.98
Check	12/23/2015	2552	Silver Queen Inn	April and Jeff Hornbeck	-145.00	2,417.98
Check	12/23/2015	2575	Los Angeles County Registrar	Bryan Curtis Livingston	-28.00	2,389.98
Check	12/23/2015	2573	Carson City Library	Bryan Curtis Livingston	-8.00	2,381.98
Check	12/26/2015	2516	Silver State Motel	Brian & Tiffany Martin	-145.00	2,236.98
Check	12/26/2015	2515	Silver State Motel	Kimberly Dolby & Christian Lara	-145.00	2,091.98
Deposit	12/28/2015			Deposit	1,010.00	3,101.98
Check	12/28/2015	2566	Silver State Motel	Josh Harrison	-145.00	2,956.98
Check	12/29/2015	2574	DMV	Duane Putnam	-22.25	2,934.73
Check	12/30/2015	2555	Silver Queen Inn	Chris Goulard	-145.00	2,789.73
Check	12/30/2015	2599	Menlo Manor	Bradley Pasidlas & Cody Ward	-150.00	2,639.73
Check	12/30/2015	2600	Carson City Inn	Tim Farrell	-120.00	2,519.73
Check	12/30/2015	2602	Parkway Plaza Apts	Victor Torres & Nedina Espinoza	-150.00	2,369.73
Check	12/30/2015	2604	Veranda Villa	Tyra Hicks & Ramey Stradly	-150.00	2,219.73
Check	12/30/2015	2603	Raley's Pharmacy	Rocio Hernandez	-63.16	2,156.57
Check	12/31/2015	2605	Birdella Gibson	Michelle & Ray Peterson	-150.00	2,006.57
Check	12/31/2015			Service Charge	-3.50	2,003.07
Deposit	12/31/2015			Interest	0.09	2,003.16
Check	01/01/2016	2601	Dan Salaum	Yvonne & Bob Tebrowski	-150.00	1,853.16
Deposit	01/05/2016			Deposit	916.00	2,769.16
Check	01/05/2016	2567	Royal Apartments	Teresa Saunders	-100.00	2,669.16
Check	01/05/2016	2568	Silver Queen Inn	Wendy Burgos & Mathew Sweet	-66.00	2,603.16
Check	01/05/2016	2570	NV Energy	Erin & Wyatt Wright	-132.00	2,471.16
Check	01/05/2016	2569	Senator Apartments	Cory Lynch & Ariane Ellifity	-100.00	2,371.16
Check	01/06/2016	2611	Silver Queen Inn	Chris & Cindy Martin	-145.00	2,226.16
Check	01/06/2016	2610	Claudia Saavedra	Paul Pasillas & Elizabeth Rodrigues	-75.00	2,151.16
Check	01/06/2016	2607	Walmart	Randall Laughlin	-28.69	2,122.47
Check	01/06/2016	2606	Imperial Apartments	Ron Burnley	-100.00	2,022.47
Check	01/07/2016	2627	Walmart	Thomas Mintimer	-28.67	1,993.80
Check	01/07/2016	2626	Carson Pines Apts	Danielle Hill	-110.00	1,883.80
Check	01/10/2016	2612	Deacon Craig LaGier	Motel 6 for Gary & Cheryl Keffer	-86.00	1,797.80
Deposit	01/11/2016			Deposit	809.05	2,606.85
Check	01/12/2016	2577	Nugget Inn	Della Milek	-125.00	2,481.85
Check	01/12/2016	2608	Silver Queen Inn	Mat Jared & Britney Maiorino	-145.00	2,336.85
Check	01/12/2016	2576	Walmart	Tomas Mintmier	-37.61	2,299.24
Check	01/13/2016	2631	Round House Inn	Wade Gillett	-145.00	2,154.24
Check	01/13/2016	2629	NV Energy	Candice Prestel	-164.80	1,989.44
Check	01/13/2016	2630	Carson City Library	Tiffany Martin	-16.00	1,973.44
Check	01/15/2016	2639	Carson City Inn	Frank Crawford & Lauren McDermott	-50.00	1,923.44

General Ledger

As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
Check	01/15/2016	2628	Carson City Inn	Frank Crawford & Laureen McDermott	-80.00	1,843.44
Check	01/15/2016	2573	Barbara Sweeting	Livingston	-10.00	1,833.44
Deposit	01/19/2016			Deposit	620.00	2,453.44
Check	01/19/2016	2613	Parkway Plaza Apts	Rebecca Lavrillon	-225.00	2,228.44
Check	01/19/2016	2614	Carson City Inn	Angle Gales & James Paul Elder	-150.00	2,078.44
Deposit	01/20/2016			Deposit	39.00	2,117.44
Check	01/20/2016	2616	Cherry Creek Apts	Victoria Arauza	-231.00	1,886.44
Check	01/22/2016	2640	AM PM Services	Mark MacArthur & Sheryl Libbee	-50.00	1,836.44
Check	01/22/2016	2580	Nevada DMV	Kari Vasold	-13.25	1,823.19
Check	01/24/2016	2641	Silver Queen Inn	Duffy-Thomas Thriesa	-145.00	1,678.19
Deposit	01/25/2016			Deposit	445.35	2,123.54
Check	01/25/2016	2642	River Valley Apts	Teri & Shawn Daly	-150.00	1,973.54
Check	01/28/2016	2620	NV Energy	Debra Colleen Montleone	-113.10	1,860.44
Check	01/28/2016	2619	AM PM Services	Scott Colley	-25.00	1,835.44
Check	01/31/2016			Service Charge	-6.00	1,829.44
Deposit	01/31/2016			Interest	0.06	1,829.50
Deposit	02/01/2016			Deposit	958.67	2,788.17
Deposit	02/01/2016			Deposit	9.00	2,797.17
Check	02/02/2016	2644	Millard Realty	Earl & Mavis Harris	-125.00	2,672.17
Check	02/02/2016	2643	Royal Apartments	Sandra Abasta	-176.00	2,496.17
Check	02/02/2016	2645	Silver State Motel	Paul Malley & Lexis Hill	-145.00	2,351.17
Check	02/03/2016	2617	Bonnie Hudson	Tommy Phuhler-Moser	-170.00	2,181.17
Check	02/03/2016	2615	Nevada DMV	Marvin Allen & Tracy Viak	-33.25	2,147.92
Deposit	02/09/2016			Deposit	952.00	3,099.92
Check	02/09/2016	2646	Bello Largo Apts	Taneka & Deshawn Smith	-154.00	2,945.92
Check	02/09/2016	2659	Veranda View Apts	Angel & Julian Garcia	-160.00	2,785.92
Check	02/10/2016	2618	Bonnie Hudson	Tommy Stubler Moser	-155.00	2,630.92
Check	02/10/2016	2632	Round House Inn	Tracy Vlach & Martin Allen	-145.00	2,485.92
Check	02/10/2016	2633	Linda Noah	Chris Bernhard Cricket Renewal	-25.00	2,460.92
Check	02/10/2016	2636	AM PM Services	Gary Fuller Gas Cards to Utah	-125.00	2,335.92
Check	02/10/2016	2635	Carson City Inn	Cynthia San Miguel	-150.00	2,185.92
Check	02/10/2016	2637	Linda Noah	Chris Bernhard Cricket Card	-25.00	2,160.92
Check	02/10/2016	eft	Harland Clarke	Check Order	-57.40	2,103.52
Check	02/10/2016	eft	Harland Clarke		-162.83	1,940.69
Deposit	02/16/2016			Deposit	1,073.61	3,014.30
Check	02/16/2016	2654	Silver Queen Inn	Arlene Lucero	-145.00	2,869.30
Check	02/16/2016	2653	Craig LaGier	Jacob Pochaeco (Silver Queen)	-42.00	2,827.30
Check	02/17/2016	2655	Sunset Carson City Apartments	Carlene Spears-Liles	-150.00	2,677.30
Check	02/17/2016	2634	NV Energy	Miguel Guzman	-60.00	2,617.30
Check	02/17/2016	2633	Walmart	Thomas Mintmler	-30.76	2,586.54
Check	02/18/2016	2534	SW Gas	Delia Skiba	-126.87	2,459.67
Check	02/18/2016	2533	NV Energy	Richard Jankowski	-139.14	2,320.53
Check	02/18/2016	2638	Dorothy Main	Allan & Rebecca Pluff	-150.00	2,170.53
Check	02/19/2016	2621	NV Energy	Rebecca Anne Butler	-200.09	1,970.44
Check	02/19/2016	2622	Carson City Inn	Leland Duncan	-40.00	1,930.44
Deposit	02/22/2016			Deposit	597.51	2,527.95
Check	02/22/2016	2609	SW Gas	Andrea Kendora	-100.00	2,427.95
Check	02/23/2016	2661	Silver Queen Inn	Ashly Pyer	-145.00	2,282.95
Check	02/23/2016	2660	Silver Queen Inn	Taylor Rampley	-145.00	2,137.95
Check	02/23/2016	2662	Silver Queen Inn	Brenda Keener & Shawna Kile	-130.00	2,007.95
Check	02/23/2016	2581	AM PM Services	Helen Holquin	-25.00	1,982.95
Check	02/24/2016	2647	NV Energy	Berta Espinoza Alema	-84.00	1,898.95
Check	02/29/2016			Service Charge	-3.50	1,895.45
Deposit	02/29/2016			Interest	0.07	1,895.52
Deposit	03/01/2016			Deposit	618.14	2,513.66
Check	03/01/2016	2656	NV Energy	Edwin Scrivner & Milissa Victorino	-138.52	2,375.14
Check	03/02/2016	2648	Silver Queen Inn	Taylor Rampley & Jack Dillard	-145.00	2,230.14
Check	03/02/2016	2649	NV Energy	Bridgette Kennedy	-158.00	2,072.14
Check	03/04/2016	2587	Silver Queen Inn	Sara Campillo	-44.00	2,028.14
Deposit	03/08/2016			Deposit	739.00	2,767.14
Check	03/08/2016	2625	DMV	Donald Harold Schnall	-22.25	2,744.89
Check	03/08/2016	2664	Silver Queen Inn	Sara Campillo	-145.00	2,599.89
Check	03/08/2016	2663	Rodeway Inn	Bobby Jarmon	-100.00	2,499.89
Check	03/08/2016	2665	Silver Queen Inn	Leah Seaward	-145.00	2,354.89
Check	03/08/2016	2666	AM PM Services	Preston Paterson	-50.00	2,304.89
Check	03/08/2016	2624	SW Gas	Candice Prestel	-126.16	2,178.73
Check	03/09/2016	2651	Carson City Inn	Bill Gray	-66.00	2,112.73
Check	03/09/2016	2658	DMV	Penny Klars	-22.25	2,090.48
Check	03/09/2016	2657	Barbara Sweeting	Christopher Bernhard - Cricket Phone Card	-25.00	2,065.48
Check	03/11/2016	2667	Dollar Tree	Tyra Hicks Stately	-10.22	2,055.26
Deposit	03/14/2016			Deposit	725.88	2,781.14
Check	03/14/2016	2650	NV Energy		-84.62	2,696.52
Check	03/15/2016	2668	AM PM Services	3 Gas Cards	-75.00	2,621.52
Deposit	03/15/2016			Deposit	82.00	2,703.52
Check	03/15/2016	2673	Carson City Inn	William Gray	-50.00	2,653.52
Check	03/15/2016	2672	Carson City Inn	Brian Yack & Sandra Alicia Arellano	-150.00	2,503.52
Check	03/15/2016	2671	Loretta Ashby	Lester Jones	-150.00	2,353.52

General Ledger
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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	03/15/2016	2670	AT&T	Robin Christy	-81.53	2,271.99
Check	03/15/2016	2669	Silver Queen Inn	Tamara Lee Homer	-145.00	2,126.99
Check	03/16/2016	2675	Carson City Library	Lindsay Marie Bissa Bus Pass	-8.00	2,118.99
Check	03/16/2016	2582	SW Gas	Carla Marie Ferrigno	-110.67	2,008.32
Check	03/16/2016	2652	Carson City Library	Brian & Tiffany Martin	-16.00	1,992.32
Check	03/20/2016	2588	Council of the U.S.Society of Svdp	Brochures	-17.75	1,974.57
Deposit	03/22/2016			Deposit	999.00	2,973.57
Check	03/22/2016	2682	America's Best Inn	William & Marina Lockhart	-100.00	2,873.57
Check	03/22/2016	2680	Walmart	Katie Rachele Harvey	-32.22	2,841.35
Check	03/22/2016	2679	Silver State Motel	Maxwell Simon	-145.00	2,696.35
Check	03/22/2016	2678	Carson City Library	Lindsey Bissa - Bus Card	-8.00	2,688.35
Check	03/22/2016	2677	Carson City Inn	Dawn Garcia	-150.00	2,538.35
Check	03/22/2016	2676	Rodeway Inn	Sarah & Donald Pope	-200.00	2,338.35
Check	03/22/2016	2681	DMV	Rhodes ID Card	-13.25	2,325.10
Check	03/23/2016	2683	Walmart	Thomas Mintmier	-23.55	2,301.55
Check	03/23/2016	2684	Silver Queen Inn	Nicole Buckley	-145.00	2,156.55
Check	03/23/2016	2685	Tom Combs	Ernest Julian Valentine	-80.00	2,076.55
Check	03/23/2016	2686	NV Energy	Miguel & Amy Alvarez	-114.60	1,961.95
Deposit	03/29/2016			Deposit	2,088.99	4,050.94
Check	03/29/2016	2695	America's Best Inn	Wheylan & Marina Lockhart	-50.00	4,000.94
Check	03/29/2016	2706	L.G.G. Properties	Ramona Shader	-150.00	3,850.94
Check	03/29/2016	2707	Camp n Town	Lewis Gross	-150.00	3,700.94
Check	03/29/2016	2708	Carson City Inn	William Gray	-150.00	3,550.94
Check	03/30/2016	2687	Walmart	Thomas Mintmier	-13.88	3,537.06
Check	03/30/2016	2688	Carson City Inn	Candice Stone	-150.00	3,387.06
Check	03/30/2016	2689	Silver State Motel	Catherin Bowman	-145.00	3,242.06
Deposit	03/31/2016			Interest	0.06	3,242.12
Check	04/01/2016	2448	Silver State Motel	Lexton Stov	-75.00	3,167.12
Check	04/01/2016	2449	Sierra Madre Apts	Gene Murry	-150.00	3,017.12
Check	04/04/2016	2696	Silver Queen Inn	Daniel Webb	-135.00	2,882.12
Check	04/04/2016	2697	Silver Queen Inn	David Christopher Holt	-145.00	2,737.12
Check	04/04/2016	2700	Barbara Sweeting	April Dawn Hornbeck	-67.97	2,669.15
Deposit	04/04/2016			Deposit	862.02	3,531.17
Check	04/04/2016	2699	Millie Solley	4 Gas Cards	-100.00	3,431.17
Check	04/04/2016	1736	Carson Pines Apts		-130.00	3,301.17
Check	04/05/2016	2701	Barbara Sweeting	Chis Burnhart phone card	-25.00	3,276.17
Check	04/07/2016	2584	Carson City Inn	Frances Gail Beckstrom	-150.00	3,126.17
Check	04/07/2016	2583	Royal Apartments	Lennette Kimmins	-150.00	2,976.17
Check	04/08/2016	2702	Silver State Motel	Nicole Schmidt & Carmen Showmake	-145.00	2,831.17
Check	04/08/2016	2585	SW Gas	Dan Webb	-158.76	2,672.41
Check	04/08/2016	2451	Silver State Motel	April Hornbeck	-100.00	2,572.41
Check	04/08/2016	2452	Stanton Park Development	Gloria Nelson	-150.00	2,422.41
Check	04/09/2016	2586	NV Energy	Jesse Brooks	-261.31	2,161.10
Check	04/12/2016	2703	Silver State Motel	Jessi Wayne Oliveras	-100.00	2,061.10
Check	04/12/2016	2705	SW Gas	Claudia Joyce Arismendez	-125.00	1,936.10
Check	04/12/2016	2719	Carson City Inn	Kimberly Hanna & Danny Mortenson	-80.00	1,856.10
Deposit	04/12/2016			Deposit	637.00	2,493.10
Check	04/13/2016	2690	Parkway Plaza Apts	Rebecca Lavriton	-150.00	2,343.10
Check	04/13/2016	2691	NV Energy	Donovon Bartley	-100.00	2,243.10
Check	04/16/2016	2704	NV Energy	Richard Gross & Rex Warren	-68.05	2,175.05
Deposit	04/18/2016			Deposit	646.00	2,821.05
Check	04/18/2016	2716	Rodeway Inn	Jaclyn Workman	-59.99	2,761.06
Check	04/18/2016	2717	Rodeway Inn	Susan Aquino	-89.98	2,671.08
Check	04/18/2016	2718	Park Portofina	Hollie Nicole Peterson	-100.00	2,571.08
Check	04/19/2016	2743	NV Energy	Dustin Brown & Michael Dopper	-132.71	2,438.37
Check	04/19/2016	2744	Carson City Inn	Kimberly Hanna	-80.00	2,358.37
Check	04/19/2016	2745	DMV	Kimberly Hanna	-22.25	2,336.12
Check	04/19/2016	2746	Walmart	Anthony & Lois Lanegan	-30.00	2,306.12
Check	04/19/2016	2747	Dave Ziegler	Scott Colley	-25.00	2,281.12
Check	04/20/2016	2693	SW Gas	Brian McLaughlin & Deana Rupert	-103.23	2,177.89
Check	04/20/2016	2692	Silver State Motel	William Wegis	-45.00	2,132.89
Check	04/25/2016	2758	Costco	Linda Hoefert	-18.27	2,114.62
Check	04/25/2016	2759	Western Federal	Holli Peterson	-150.00	1,964.62
Check	04/25/2016	2760	Haley Investments	Tyra Hicks & Ramey Stradley	-150.00	1,814.62
Check	04/25/2016	2761	NV Energy	Rebecca & Tyler Chadwick	-95.00	1,719.62
Check	04/25/2016	2762	Dave Ziegler	Colley Gas	-25.00	1,694.62
Deposit	04/26/2016			Deposit	1,045.87	2,740.49
Check	04/27/2016	2732	America's Best Inn	Brad & Amanda Gill	-257.40	2,483.09
Check	04/27/2016	2694	Rodeway Inn	Jemaine Jordan	-131.97	2,351.12
Check	04/27/2016	2731 - Depo	Rodeway Inn	Jemaine Jordan-Refundable Deposit	-30.00	2,321.12
Check	04/28/2016	2748	University Heights Apts	Rbt Gawthorpe	-175.00	2,146.12
Deposit	04/30/2016			Interest	0.08	2,146.20
Deposit	05/02/2016			Deposit	632.50	2,778.70
Check	05/03/2016	2764	Victor Szanto	Angel & Sherry Duranko	-100.00	2,678.70
Check	05/03/2016	2765	Eagle Real Estate	John & Andrea Zoumazidis	-100.00	2,578.70
Deposit	05/04/2016			Deposit	61.00	2,639.70
Check	05/04/2016	2733	Saliman Manor Apts	Mike Eastwood & Sarah West	-100.00	2,539.70

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	05/04/2016	2735	Storey County Water	Jim & Joanne Hahn	-150.00	2,389.70
Check	05/04/2016	2734	Tahoe Holdings	Mike Werstler	-100.00	2,289.70
Check	05/04/2016	2749	Carson City Vital Records	Joseph & Sylvia Marie Scurti	-20.00	2,269.70
Check	05/05/2016	2720	Carson City Inn	Jeremiah Reyes & Candice Stone	-80.00	2,189.70
Check	05/06/2016	2763	Eagle Real Estate		-100.00	2,089.70
Deposit	05/09/2016			Deposit	839.91	2,929.61
Check	05/10/2016	2766	Dave Ziegler	Chris Bernhard	-25.00	2,904.61
Check	05/11/2016	2752	NV Energy	Debra Songer	-93.09	2,811.52
Check	05/11/2016	2751	SW Gas	Della Abram-Romero	-136.36	2,675.16
Check	05/11/2016	2750	Port of Subs	Ozanam Training	-94.23	2,580.93
Check	05/12/2016	2778	Starkey Hearing Foundation	Sandra Lee Hollowell	-201.00	2,379.93
Check	05/13/2016	2753	Cash	Hearing Aids	-200.00	2,179.93
Check	05/15/2016	2589	Ron Whiteley	Antonette Aguilar	-100.00	2,079.93
Check	05/16/2016	2767	Carlos Ramirez	Angelia Workman	-100.00	1,979.93
Deposit	05/17/2016			Deposit	550.15	2,530.08
Check	05/17/2016	2770	Walmart	Thomas Mintmier	-36.73	2,493.35
Check	05/17/2016	2769	Eagle Real Estate	Sarabeth Nelson & Paul Jensen	-100.00	2,393.35
Check	05/17/2016	2768	Silver State Motel	Jamie & Leithon Dermody	-100.00	2,293.35
Check	05/18/2016	2754	SaveMart	Andrew Paul Kanvik	-61.17	2,232.18
Check	05/19/2016	2737	Mrtha Smith	Rebecca Lott	-150.00	2,082.18
Check	05/20/2016	2590	University Heights Apts	Lorraine Rattazzi	-150.00	1,932.18
Deposit	05/24/2016			Deposit	1,089.43	3,021.61
Check	05/24/2016	2775	NV Energy	Linda & Charles Starnes	-130.00	2,891.61
Check	05/24/2016	2774	Dave Ziegler	Nick Parker & Spella Kimley	-54.00	2,837.61
Check	05/24/2016	2773	Smith's Grocery Store	Gwen & Corey Aldredge	-100.00	2,737.61
Check	05/24/2016	2771	Walmart	Mitchel Goodman	-25.82	2,711.79
Check	05/24/2016	2772	Betty Brinson	Christian Rodriguez & Monteisha Bradford	-175.00	2,536.79
Check	05/24/2016	2779	Carson Meadows Villa Apts	Patsy Maria Olvera	-150.00	2,386.79
Check	05/25/2016	2738	Smith's Grocery Store	Stacie Marie Voris	-50.00	2,336.79
Check	05/25/2016	2739	Smith's Grocery Store	Frank & Carolyn Mayfield	-50.00	2,286.79
Check	05/25/2016	2740	Catalina Apts	Rueben Hernandez	-150.00	2,136.79
Check	05/26/2016	2755	Dave Ziegler	Ashley Christian	-25.00	2,111.79
Deposit	05/31/2016			Interest	0.07	2,111.86
Check	06/01/2016	2789	NV Energy		-125.00	1,986.86
Check	06/01/2016	2788	Safari Mobile Home		-150.00	1,836.86
Check	06/02/2016	2805	Walmart	Anthony and Dawn Hunter	-45.00	1,791.86
Deposit	06/02/2016			Deposit	330.49	2,122.35
Check	06/03/2016	2806	NV Energy		-75.00	2,047.35
Check	06/06/2016	2807	Sunset Carson City Apartments		-75.00	1,972.35
Check	06/07/2016	2809	SW Gas		-75.61	1,896.74
Check	06/07/2016	2808	Millie Solley		-25.00	1,871.74
Check	06/07/2016	2781	NV Energy		-96.00	1,775.74
Check	06/07/2016	2782	Carson City JAC		-25.00	1,750.74
Check	06/07/2016	2783	Millard Realty		-150.00	1,600.74
Deposit	06/07/2016			Deposit	1,458.69	3,059.43
Check	06/08/2016	2741	Silver State Motel	Frank & Carolyn Mayfield	-145.00	2,914.43
Check	06/08/2016	2742	Smith's Grocery Store	Frank & Carolyn Mayfield	-25.00	2,889.43
Check	06/09/2016	2721	Matt Peterson	Carla Walter Rental Deposit	-150.00	2,739.43
Check	06/09/2016	2722	Smith's Grocery Store	Phone Card	-45.00	2,694.43
Check	06/09/2016	2810	National Administration Services		-210.00	2,484.43
Check	06/10/2016	2776	NV Energy	Dennis Davis & Carla	-148.52	2,335.91
Check	06/11/2016	2756	Walmart	Joan Lang Phone Bill	-29.99	2,305.92
Check	06/11/2016	2757	Walmart		-46.30	2,259.62
Deposit	06/13/2016			Deposit	523.05	2,782.67
Check	06/13/2016	2777	Rodeway Inn	Betty Dauist & Charles Kennedy	-220.00	2,562.67
Check	06/14/2016	2785	Dave Ziegler	Reimburse for Gas Card	-30.00	2,532.67
Check	06/14/2016	2786	Smith's Grocery Store	Gas Cards	-50.00	2,482.67
Check	06/14/2016	2794	Stanton Park Development	Laurie Ann Scanlon	-120.00	2,362.67
Check	06/14/2016	2795	Silver City RV Park	Martin Cruz	-150.00	2,212.67
Check	06/14/2016	2784	NV Energy		-109.42	2,103.25
Check	06/16/2016	2723	Capital Control Systems	Shawn Fonst - AC Repair	-69.00	2,034.25
Check	06/16/2016	2796	Mountain Aire	Sharon Foust	-69.00	1,965.25
Deposit	06/20/2016			Deposit	846.45	2,811.70
Check	06/21/2016	2813	Silver State Motel	Sarah Gerard	-145.00	2,666.70
Check	06/23/2016	2724	Silver Queen Inn	Delia Bansied	-130.00	2,536.70
Check	06/23/2016	2725	Silver State Motel	Ruth Heller	-80.00	2,456.70
Check	06/23/2016	2787	DMV	William Billings Registration	-96.00	2,360.70
Check	06/24/2016	2814	Victor Szanto	Susan Totts	-100.00	2,260.70
Deposit	06/28/2016			Deposit	750.51	3,011.21
Check	06/28/2016	2819	Cash		-20.00	2,991.21
Check	06/28/2016	2820	Smith's Grocery Store	2 Gas/Food Cards	-50.00	2,941.21
Check	06/28/2016	2821	Silver State Motel		-145.00	2,796.21
Check	06/28/2016	2822	Smith's Grocery Store		-25.00	2,771.21
Check	06/28/2016	2823	Vital Records	Joanna Lynn Dinsmore Birth Certificate	-26.00	2,745.21
Check	06/28/2016	2824	Progressive Auto Insurance	Peter Stevenson	-152.00	2,593.21
Check	06/29/2016	2797	Board of Regents	Wyatt Weese	-65.00	2,528.21
Check	06/29/2016	2798	Board of Regents	Wyatt Weese	-65.00	2,463.21

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	06/29/2016	2799	Carson City Visitors Bureau	Brandon Shoemaker	-42.50	2,420.71
Check	06/29/2016	2800	Eagle Real Estate	Candis Coffman	-150.00	2,270.71
Deposit	06/30/2016			Interest	0.08	2,270.79
Check	07/05/2016	2591	unknown		-245.00	2,025.79
Deposit	07/06/2016			Deposit	855.37	2,881.16
Check	07/07/2016	2801	Walmart	Thomas Mintmler Medicine	-34.20	2,846.96
Check	07/07/2016	2802	NV Energy	Kahlana Harris & Steven Coolick	-50.00	2,796.96
Check	07/07/2016	2825	Barbara Sweeting	Christopher Bernhart Cricket Phone	-25.00	2,771.96
Check	07/07/2016	2854	Carson City Inn	Brandon & Kimberly Lewis	-160.00	2,611.96
Check	07/07/2016	2817	Carson City Senior Center	Lernus James Bus Pass	-8.00	2,603.96
Check	07/07/2016	2818	Eagle Real Estate	Trevor Fawkes	-203.00	2,400.96
Deposit	07/11/2016			Deposit	416.00	2,816.96
Check	07/11/2016	2839	Nevada Premier Properties	Baca	-200.00	2,616.96
Check	07/11/2016	2840	University Heights Apts	Windle	-45.00	2,571.96
Check	07/11/2016	2841	Walmart	Windle - Phone Card	-50.00	2,521.96
Check	07/11/2016	2842	NV Energy	Ramsey	-195.00	2,326.96
Check	07/11/2016	2727	NV Energy		-122.00	2,204.96
Check	07/12/2016	2843	Smith's Grocery Store	Linda Evans - Gas Card	-25.00	2,179.96
Check	07/12/2016	2844	College Town Holdings	Linda Evans	-100.00	2,079.96
Check	07/13/2016	2826	University Heights Apts	Lorraine Rattazzi	-50.00	2,029.96
Check	07/13/2016	2827	Silver Queen Inn	Craig & Cindy Martin	-75.00	1,954.96
Check	07/13/2016	2828	NV Energy	Helen Marie Holguin	-78.74	1,876.22
Check	07/13/2016	2829	Gary Stone	Troyce Lazarian	-75.00	1,801.22
Check	07/14/2016	2831	Peter McAllister	Dawn Lopresti	-150.00	1,651.22
Check	07/15/2016	2855	Jac	Nicholas Ulloa Bus Pass	-12.50	1,638.72
Check	07/15/2016	2830	Linda Noah	Nicholas Ulloa Phone Activation	-53.00	1,585.72
Check	07/15/2016	2803	Stanton Arms Apt	Doddie Jackson Rand	-94.00	1,491.72
Deposit	07/18/2016			Deposit	864.00	2,355.72
Check	07/20/2016	2857	Smith's Grocery Store	Michelle Chiaratte & Doborah Gonzales	-100.00	2,255.72
Check	07/20/2016	2832	Silver State Motel	Jeremy Horton & Unilda Marie McReynolds	-145.00	2,110.72
Check	07/20/2016	2833	Millard Realty	Alexandria Franklin & Andrew Franklin	-150.00	1,960.72
Deposit	07/26/2016			Deposit	347.01	2,307.73
Check	07/26/2016	2836	unknown		-75.00	2,232.73
Check	07/28/2016	2856	Smith's Grocery Store	Catherine Dills	-20.00	2,212.73
Check	07/29/2016	2845	Carson City Inn	Joan Rattazzi	-160.00	2,052.73
Check	07/29/2016	2846	SW Gas	Tammy Ewing	-189.46	1,863.27
Check	07/29/2016	2847	Smith's Grocery Store	Chris Pifer Gas Card	-25.00	1,838.27
Deposit	07/31/2016			Interest	0.07	1,838.34
Deposit	08/02/2016			Deposit	204.01	2,042.35
Check	08/08/2016	2848	George Anastassatas	Margie Bucannon	-140.00	1,902.35
Check	08/08/2016	2849	Harris Homes	Darlene Rhodes	-100.00	1,802.35
Check	08/08/2016	2850	Trans Action Realty	Luz Davila	-100.00	1,702.35
Deposit	08/09/2016			Deposit	862.15	2,564.50
Check	08/09/2016	2851	Smith's Grocery Store	Gas Cards	-50.00	2,514.50
Check	08/09/2016	2852	Walmart	Medicine	-35.60	2,478.90
Check	08/09/2016	2853	Walmart		-45.00	2,433.90
Check	08/10/2016	2726	SW Gas	Mollie Dickens	-120.27	2,313.63
Check	08/10/2016	2838	Cash	Gas Cards	-100.00	2,213.63
Check	08/10/2016	2885	Smith's Grocery Store	Michael Smity Gas Card	-30.00	2,183.63
Check	08/10/2016	2884	NV Energy		-55.00	2,128.63
Check	08/11/2016	2730	Sunset Carson City Apartments	Tawny Compton	-100.00	2,028.63
Check	08/12/2016	2729	Regency	Jaime & Christine Leon	-150.00	1,878.63
Deposit	08/15/2016			Deposit	762.00	2,640.63
Check	08/15/2016	2728	NV Energy		-166.73	2,473.90
Check	08/16/2016	2887	Walmart	Nadina Skees	-18.95	2,454.95
Check	08/16/2016	2888	Millard Realty	Catherine Leeds	-150.00	2,304.95
Check	08/16/2016	2889	NV Energy	Mathew Marten & Dalia Garcia	-112.71	2,192.24
Check	08/16/2016	2886	Smith's Grocery Store	Jamline & Christina Leon	-60.00	2,132.24
Check	08/17/2016	2867	DMV	Katia Colorado	-22.25	2,109.99
Check	08/19/2016	2592	SW Gas	Jarelle Ramos	-64.17	2,045.82
Check	08/19/2016	2834	Michael Nizankiewicz	Chris Knight - Motel 6	-192.79	1,853.03
Check	08/20/2016	2879	Carson City Library	Donald Wayne Hicks - Bus Pass	-25.00	1,828.03
Deposit	08/22/2016			Deposit	642.37	2,470.40
Check	08/23/2016	2890	Round House Inn	Angelia Workman	-60.00	2,410.40
Check	08/23/2016	2891	Silver Queen Inn	Clayton Monk	-156.40	2,254.00
Check	08/23/2016	2892	NV Energy	Angela Munoz & Pamela Warner	-71.53	2,182.47
Deposit	08/23/2016			Deposit	100.00	2,282.47
Check	08/24/2016	2873	NV Energy	Cecilia Rivera Neal	-104.94	2,177.53
Check	08/24/2016	2872	Stanton Arms Apt	Woodside	-150.00	2,027.53
Check	08/25/2016	2868	NV Energy	Christine & Joe Owens	-151.62	1,875.91
Check	08/25/2016	2869	Americas Best Value Inn	Tor Simmons & Julia Lockhart	-133.20	1,742.71
Check	08/30/2016	2893	Smith's Grocery Store	Karen Springer	-50.00	1,692.71
Check	08/30/2016	2894	Lynn Cauley Realty	Karen Springer	-134.00	1,558.71
Check	08/30/2016	2896	Jim Hudson	Steven Mora - Eviction Prevention	-100.00	1,458.71
Deposit	08/30/2016			Deposit	918.10	2,376.81
Check	08/31/2016	2874	Smith's Grocery Store	Daniel Odneal	-25.00	2,351.81
Deposit	08/31/2016			Interest	0.07	2,351.88

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	09/01/2016	2875	Carson City Library	Lennette Rena	-25.00	2,326.88
Check	09/01/2016	2870	Americas Best Value Inn	Claudia Wells	-138.75	2,188.13
Check	09/01/2016	2871	NV Energy	Kristine Boyd - Smiths Payment	-91.46	2,096.67
Check	09/01/2016	2880	NV Energy	Stan & Diana Williams	-103.87	1,992.80
Check	09/02/2016	2876	NV Energy	Caryn McClellan	-91.72	1,901.08
Check	09/06/2016	2902	Nugget Inn	Ralph Handley	-150.00	1,751.08
Check	09/06/2016	2903	Southgate Apartments	Charlene Yauger	-154.00	1,597.08
Check	09/06/2016	2883	Carson City Inn	Linda Lee Simon	-150.00	1,447.08
Check	09/06/2016	2882	Millard Realty	John & Adam Epps & Kathlene Douglas	-150.00	1,297.08
Check	09/06/2016	2881	M. Scott Properties	Jarelle Karina Ramos - Tamoniles	-150.00	1,147.08
Deposit	09/06/2016			Deposit	871.05	2,018.13
Check	09/07/2016	2858	DMV	Marshall Bousler	-13.25	2,004.88
Check	09/07/2016	2804	Smith's Grocery Store	Elsie Long	-25.00	1,979.88
Check	09/07/2016	2859	NV Energy	Cindy Lee	-167.00	1,812.88
Check	09/08/2016	2860	Barbara Sweeting		-70.23	1,742.65
Check	09/13/2016	2899	Carson City Senior Center	Alyson Owens - Bus Pass	-8.00	1,734.65
Check	09/13/2016	2895	Smith's Grocery Store	Samantha Ton & David Tensor - Gas Card	-25.00	1,709.65
Check	09/13/2016	2900	Costco	Gwen Whitmore & Corey Aldridge - Medicine	-117.38	1,592.27
Check	09/13/2016	2908	Smith's Grocery Store	Stacie Marie Voris - Gas Card	-50.00	1,542.27
Deposit	09/13/2016			Deposit	457.00	1,999.27
Deposit	09/13/2016			Deposit	436.10	2,435.37
Check	09/14/2016	2897	Riverside County Assessor	Jerry Yane - Birth Certificate	-28.00	2,407.37
Check	09/14/2016	2898	DMV	Jerry Yane - ID Card	-22.25	2,385.12
Check	09/15/2016	2909	Smith's Grocery Store	Katie Ann Kelly - Gas Card	-25.00	2,360.12
Check	09/15/2016	2911	NV Energy	Candace Joleen Prestel	-83.00	2,277.12
Check	09/16/2016	2910	University Heights Apts	Oswaldo Venegas	-150.00	2,127.12
Check	09/19/2016	2778	SW Gas	Cassandra Mariah Rene Warren	-89.97	2,037.15
Check	09/20/2016	2790	Millard Realty	Crystal Tinker	-150.00	1,887.15
Check	09/20/2016	2791	Smith's Grocery Store	Heather Young & Herber Cisneros Gas Card	-25.00	1,862.15
Check	09/22/2016	2877	SW Gas	Christina & Jamie Leon	-123.55	1,738.60
Deposit	09/22/2016			Deposit	100.00	1,838.60
Check	09/23/2016	2835	Walmart	Patty & Chris Barrett - Food	-33.18	1,805.42
Check	09/23/2016	2453	Smith's Grocery Store	Jay Veit - Gas Card	-25.00	1,780.42
Check	09/27/2016	2912	M. Scott Properties	Jarelle Ramos Telamontes	-100.00	1,680.42
Check	09/27/2016	2792	Dave Ziegler	Donnell Cooks - \$25 Gas Card from Smiths	-50.00	1,630.42
Check	09/27/2016	2901	Katie Peterson	Dorena Berry	-150.00	1,480.42
Check	09/27/2016	2793	Raymond Marshall	Rent for Katie Kelley	-150.00	1,330.42
Deposit	09/27/2016			Deposit	570.35	1,900.77
Check	09/28/2016	DC-Maverick	Maverick	Christine Nadine Scott - Gas Cards	-100.00	1,800.77
Check	09/28/2016	2918	Carson City Inn	Kenneth Waters	-110.00	1,690.77
Deposit	09/30/2016			Interest	0.07	1,690.84
Total 11000 - City National Bank					-317.66	1,690.84
12000 - Poor Box Fund						0.00
Total 12000 - Poor Box Fund						0.00
18605 - Accounts Receivable						0.00
Total 18605 - Accounts Receivable						0.00
12001 - Undeposited Funds						0.00
Total 12001 - Undeposited Funds						0.00
27100 - Accounts Payable						0.00
Total 27100 - Accounts Payable						0.00
30000 - Opening Bal Equity						0.00
Total 30000 - Opening Bal Equity						0.00
31300 - Perm. Restricted Net Assets						0.00
Total 31300 - Perm. Restricted Net Assets						0.00
31500 - Temp. Restricted Net Assets						0.00
Total 31500 - Temp. Restricted Net Assets						0.00
32000 - Unrestricted Net Assets						0.00
Total 32000 - Unrestricted Net Assets						-2,008.50
43400 - Direct Public Support						0.00
43405 - Member Donations						0.00
Deposit	10/27/2015			Deposit	-22.00	-22.00
Deposit	01/20/2016			Deposit	-39.00	-61.00
Deposit	02/16/2016			Deposit	-34.20	-95.20
Deposit	03/08/2016			Deposit	-14.00	-109.20
Deposit	03/15/2016			Deposit	-82.00	-191.20
Deposit	04/18/2016			Deposit	-28.00	-219.20
Deposit	05/04/2016			Deposit	-61.00	-280.20
Deposit	05/17/2016			Deposit	-36.00	-316.20
Deposit	06/13/2016			Deposit	-15.00	-331.20
Deposit	06/28/2016			Deposit	-50.00	-381.20
Deposit	07/18/2016			Deposit	-60.00	-441.20
Deposit	08/15/2016			Deposit	-58.00	-499.20
Deposit	08/30/2016			Deposit	-8.10	-507.30
Deposit	09/13/2016			Deposit	-47.00	-554.30
Deposit	09/27/2016			Deposit	-26.00	-580.30
Total 43405 - Member Donations					-580.30	-580.30
43408 - Poor Box & Parishlone Donation						0.00

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Type	Date	Num	Source Name	Memo	Amount	Balance
Deposit	10/05/2015	21309		Deposit	-1,158.63	-1,158.63
Deposit	10/13/2015			Deposit	-322.00	-1,480.63
Deposit	10/20/2015			Deposit	-894.92	-2,375.55
Deposit	10/27/2015			Deposit	-1,464.10	-3,839.65
Deposit	11/03/2015	21385		Deposit	-750.00	-4,589.65
Deposit	11/10/2015	21407		Deposit	-620.03	-5,209.68
Deposit	11/17/2015	21422		Deposit	-646.05	-5,855.73
Deposit	11/24/2015	21443		Deposit	-433.05	-6,288.78
Deposit	12/01/2015	21454		Deposit	-2,444.18	-8,732.96
Deposit	12/08/2015	21497		Deposit	-2,512.48	-11,245.44
Deposit	12/15/2015	21510		Deposit	-604.32	-11,849.76
Deposit	12/22/2015	21542		Deposit	-1,091.73	-12,941.49
Deposit	12/28/2015	21579		Deposit	-1,010.00	-13,951.49
Deposit	01/05/2016	21617		Deposit	-916.00	-14,867.49
Deposit	01/11/2016	21635		Deposit	-809.05	-15,676.54
Deposit	01/19/2016	21654		Deposit	-620.00	-16,296.54
Deposit	01/25/2016	21675		Deposit	-445.35	-16,741.89
Deposit	02/01/2016	21706		Deposit	-958.67	-17,700.56
Deposit	02/01/2016			Deposit correction	-9.00	-17,709.56
Deposit	02/09/2016	21710		Deposit	-952.00	-18,661.56
Deposit	02/16/2016	21741		Deposit	-1,039.41	-19,700.97
Deposit	02/22/2016	21760		Deposit	-597.51	-20,298.48
Deposit	03/01/2016	21777		Deposit	-618.14	-20,916.62
Deposit	03/08/2016	21817		Deposit	-725.00	-21,641.62
Deposit	03/14/2016	21862		Deposit	-725.88	-22,367.50
Deposit	03/22/2016	21879		Deposit	-999.00	-23,366.50
Deposit	03/29/2016			Deposit	-2,088.99	-25,455.49
Deposit	04/04/2016	21946		Deposit	-862.02	-26,317.51
Deposit	04/12/2016	21971		Deposit	-637.00	-26,954.51
Deposit	04/18/2016	21986		Deposit	-618.00	-27,572.51
Deposit	04/26/2016	22004		Deposit	-1,045.87	-28,618.38
Deposit	05/02/2016	22038		Deposit	-632.50	-29,250.88
Deposit	05/09/2016	22073		Deposit	-839.91	-30,090.79
Deposit	05/17/2016	22096		Deposit	-514.15	-30,604.94
Deposit	05/24/2016	22119		Deposit	-1,089.43	-31,694.37
Deposit	06/02/2016			Deposit	-330.49	-32,024.86
Deposit	06/07/2016			Deposit	-1,458.69	-33,483.55
Deposit	06/13/2016	22186		Deposit	-508.05	-33,991.60
Deposit	06/20/2016	22207		Deposit	-746.45	-34,738.05
Deposit	06/28/2016	22221		Deposit	-400.51	-35,138.56
Deposit	07/06/2016	22269		Deposit	-855.37	-35,993.93
Deposit	07/11/2016	22293		Deposit	-416.00	-36,409.93
Deposit	07/18/2016	22318		Deposit	-704.00	-37,113.93
Deposit	07/26/2016	22336		Deposit	-347.01	-37,460.94
Deposit	08/02/2016	22371		Deposit	-204.01	-37,664.95
Deposit	08/09/2016	22405		Deposit	-862.15	-38,527.10
Deposit	08/15/2016	22420		Deposit	-604.00	-39,131.10
Deposit	08/22/2016	22438		Deposit	-642.37	-39,773.47
Deposit	08/30/2016	22463		Deposit	-910.00	-40,683.47
Deposit	09/06/2016	22488		Deposit	-871.05	-41,554.52
Deposit	09/13/2016	22503		Deposit	-410.00	-41,964.52
Deposit	09/13/2016	22526		Deposit	-427.10	-42,391.62
Deposit	09/27/2016	22544		Deposit	-544.35	-42,935.97
Total 43408 · Poor Box & Parishioner Donation					-42,935.97	-42,935.97
43410 · Northern NV Catholic Charities						0.00
Deposit	06/28/2016	22221		Deposit	-300.00	-300.00
Total 43410 · Northern NV Catholic Charities					-300.00	-300.00
43412 · Las Vegas SVdP Twinning						0.00
Deposit	06/20/2016			Deposit	-100.00	-100.00
Deposit	07/18/2016			Deposit	-100.00	-200.00
Deposit	08/15/2016			Deposit	-100.00	-300.00
Deposit	08/23/2016			Twining	-100.00	-400.00
Deposit	09/22/2016			Twining	-100.00	-500.00
Total 43412 · Las Vegas SVdP Twinning					-500.00	-500.00
43420 · STA Processed Requests						0.00
Total 43420 · STA Processed Requests						0.00
43440 · Gifts in Kind - Goods						0.00
Total 43440 · Gifts in Kind - Goods						0.00
43445 · Women's Guild Donations						0.00
Total 43445 · Women's Guild Donations						0.00
43448 · Car Donation Proceeds						0.00
Total 43448 · Car Donation Proceeds						0.00
43450 · Indivd Contributions						0.00
Total 43450 · Indivd Contributions						0.00
43400 · Direct Public Support - Other						0.00
Total 43400 · Direct Public Support - Other						0.00
Total 43400 · Direct Public Support					-44,316.27	-44,316.27

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	Type	Date	Num	Source Name	Memo	Amount	Balance
43430 · Catholic Charities							0.00
Total 43430 · Catholic Charities							0.00
43600 · Interest Income							0.00
	Deposit	10/31/2015			Interest	-0.07	-0.07
	Deposit	11/30/2015			Interest	-0.06	-0.13
	Deposit	12/31/2015			Interest	-0.09	-0.22
	Deposit	01/31/2016			Interest	-0.06	-0.28
	Deposit	02/29/2016			Interest	-0.07	-0.35
	Deposit	03/31/2016			Interest	-0.06	-0.41
	Deposit	04/30/2016			Interest	-0.08	-0.49
	Deposit	05/31/2016			Interest	-0.07	-0.56
	Deposit	06/30/2016			Interest	-0.08	-0.64
	Deposit	07/31/2016			Interest	-0.07	-0.71
	Deposit	08/31/2016			Interest	-0.07	-0.78
	Deposit	09/30/2016			Interest	-0.07	-0.85
Total 43600 · Interest Income						-0.85	-0.85
62100 · Contract Services							0.00
62110 · Accounting Fees							0.00
Total 62110 · Accounting Fees							0.00
62140 · Legal Fees							0.00
Total 62140 · Legal Fees							0.00
62150 · Outside Contract Services							0.00
Total 62150 · Outside Contract Services							0.00
62100 · Contract Services - Other							0.00
Total 62100 · Contract Services - Other							0.00
Total 62100 · Contract Services							0.00
62800 · Client Assistance Expenses							0.00
62840 · Medical Expenses							0.00
	Check	10/13/2015	2497	Walgreens	Dorothy Lee Williams Medicine	7.80	7.80
	Check	10/27/2015	2488	Walmart	Thomas Mintmier	36.65	44.45
	Check	11/27/2015	2539	Raley's Pharmacy	Sofia Hernandez	71.14	115.59
	Check	12/08/2015	2557	Walmart	Thomas Mintmier	40.76	156.35
	Check	12/30/2015	2603	Raley's Pharmacy	Rocio Hernandez	63.16	219.51
	Check	01/07/2016	2627	Walmart	Thomas Mintmier	28.67	248.18
	Check	01/12/2016	2576	Walmart	Tomas Mintmier	37.61	285.79
	Check	02/17/2016	2633	Walmart	Thomas Mortmier Medicine	30.76	316.55
	Check	03/23/2016	2683	Walmart	Thomas Mintmier	23.55	340.10
	Check	03/30/2016	2687	Walmart	Thomas Mintmier	13.88	353.98
	Check	04/25/2016	2758	Costco	Linda Hoefert	18.27	372.25
	Check	05/12/2016	2778	Starkey Hearing Foundation	Sandra Lee Hallowell-Hearing Aid	201.00	573.25
	Check	05/13/2016	2753	Cash	Hearing Aids	200.00	773.25
	Check	05/17/2016	2770	Walmart	Thomas Mintmier	36.73	809.98
	Check	05/18/2016	2754	SaveMart	Andrew Paul Kanvik	61.17	871.15
	Check	07/07/2016	2801	Walmart	Thomas Mintmier	34.20	905.35
	Check	08/09/2016	2852	Walmart	Medicine	35.60	940.95
	Check	08/16/2016	2887	Walmart	Nadina Skees	18.95	959.90
	Check	09/13/2016	2900	Costco	Gwen Whitmore & Corey Aldridge - Medicine	117.38	1,077.28
Total 62840 · Medical Expenses						1,077.28	1,077.28
62841 · Food							0.00
	Check	10/07/2015	2480	SaveMart	Adelheid Angel	40.94	40.94
	Check	06/28/2016	2820	Smith's Grocery Store	1 food card	25.00	65.94
	Check	09/23/2016	2835	Walmart	Patty & Chris Barrett - Food	33.18	99.12
Total 62841 · Food						99.12	99.12
62842 · Utilities Expenses							0.00
62843 · Gas/Propane							0.00
	Check	02/18/2016	2534	SW Gas	Della Skiba	126.87	126.87
	Check	02/22/2016	2609	SW Gas	Andrea Kendora	100.00	226.87
	Check	03/08/2016	2624	SW Gas	Candice Prestel	126.16	353.03
	Check	03/16/2016	2582	SW Gas	Carla Ferrigno	110.67	463.70
	Check	04/08/2016	2585	SW Gas	Dan Webb	158.76	622.46
	Check	04/12/2016	2705	SW Gas	Claudia Joyce Arismendez	125.00	747.46
	Check	04/20/2016	2693	SW Gas	Brian McLaughlin & Deana Rupert	103.23	850.69
	Check	05/11/2016	2751	SW Gas	Della Abram-Romero	136.36	987.05
	Check	06/07/2016	2809	SW Gas	Candace Joleen Prestel	75.61	1,062.66
	Check	07/29/2016	2846	SW Gas	Tammy Ewing	189.46	1,252.12
	Check	08/10/2016	2726	SW Gas	Mollie Dickens	120.27	1,372.39
	Check	08/19/2016	2592	SW Gas	Jarelle Ramos	64.17	1,436.56
	Check	09/19/2016	2778	SW Gas	Cassandra Mariah Rene Warren	89.97	1,526.53
	Check	09/22/2016	2877	SW Gas	Christina & Jamie Leon	123.55	1,650.08
Total 62843 · Gas/Propane						1,650.08	1,650.08
62845 · Water/Sewer/Trash							0.00
	Check	05/04/2016	2735	Storey County Water	Jim & Joanne Hahn	150.00	150.00
Total 62845 · Water/Sewer/Trash						150.00	150.00
62850 · Electricity							0.00
	Check	10/07/2015	2362	NV Energy	Taylor Rampley	202.97	202.97
	Check	10/14/2015	2498	NV Energy	Danielle Stenz	129.29	332.26
	Check	10/15/2015	2493	NV Energy	John Troy Houston	121.22	453.48

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	11/04/2015	2371	NV Energy	Jessica Haflich	100.03	553.51
Check	11/16/2015	2531	NV Energy	Taylor Ramsey	239.00	792.51
Check	12/02/2015	2545	NV Energy	Augustine Mangione & Betty Jo Wagers	190.00	982.51
Check	12/15/2015	2563	NV Energy	Rebecca Elaine Lott	61.00	1,043.51
Check	01/05/2016	2570	NV Energy	Erin & Wyatt Wright	132.00	1,175.51
Check	01/13/2016	2629	NV Energy	Candice Prestel	164.80	1,340.31
Check	01/28/2016	2620	NV Energy	Debra Colleen Montleone	113.10	1,453.41
Check	02/17/2016	2634	NV Energy	Miguel Guzman	60.00	1,513.41
Check	02/18/2016	2533	NV Energy	Richard Jankowski	139.14	1,652.55
Check	02/19/2016	2621	NV Energy	Rebecca Anne Butler	200.09	1,852.64
Check	02/24/2016	2647	NV Energy	Berta Espinoza Alema	84.00	1,936.64
Check	03/01/2016	2656	NV Energy	Edwin Scrivner & Millisa Victorino	138.52	2,075.16
Check	03/02/2016	2649	NV Energy	Bridgette Kennedy	158.00	2,233.16
Check	03/14/2016	2650	NV Energy		84.62	2,317.78
Check	03/23/2016	2686	NV Energy	Miguel & Amy Alvarez	114.60	2,432.38
Check	04/09/2016	2586	NV Energy	Jesse Brooks	261.31	2,693.69
Check	04/13/2016	2691	NV Energy	Donovan Bartley	100.00	2,793.69
Check	04/16/2016	2704	NV Energy	Richard Gross & Rex Warren	68.05	2,861.74
Check	04/19/2016	2743	NV Energy	Dustin Brown & Michael Dopper	132.71	2,994.45
Check	04/25/2016	2761	NV Energy	Rebecca & Tyler Chadwick	95.00	3,089.45
Check	05/11/2016	2752	NV Energy	Debra Songer	93.09	3,182.54
Check	05/24/2016	2775	NV Energy	Linda & Charles Starnes	130.00	3,312.54
Check	06/01/2016	2789	NV Energy	Chad and Nicole Robson	125.00	3,437.54
Check	06/03/2016	2806	NV Energy	Carlene Spears	75.00	3,512.54
Check	06/07/2016	2781	NV Energy	Scott Blaha	96.00	3,608.54
Check	06/10/2016	2776	NV Energy	Dennis Davis & Carla	148.52	3,757.06
Check	06/14/2016	2784	NV Energy		109.42	3,866.48
Check	07/07/2016	2802	NV Energy	Kahlana Harris & Steven Coclick	50.00	3,916.48
Check	07/11/2016	2842	NV Energy	Ramsey	195.00	4,111.48
Check	07/11/2016	2727	NV Energy		122.00	4,233.48
Check	07/13/2016	2828	NV Energy	Helen Marie Holguin	78.74	4,312.22
Check	08/10/2016	2884	NV Energy		55.00	4,367.22
Check	08/15/2016	2728	NV Energy		166.73	4,533.95
Check	08/16/2016	2889	NV Energy	Mathew Marten & Dalia Garcia	112.71	4,646.66
Check	08/23/2016	2892	NV Energy	Angela Munoz & Pamela Warner	71.53	4,718.19
Check	08/24/2016	2873	NV Energy	Cecilia Rivera Neal	104.94	4,823.13
Check	08/25/2016	2868	NV Energy	Christine & Joe Owens	151.62	4,974.75
Check	09/01/2016	2871	NV Energy	Kristine Boyd - Smiths Payment	91.46	5,066.21
Check	09/01/2016	2880	NV Energy	Stan & Diana Williams	103.87	5,170.08
Check	09/02/2016	2876	NV Energy	Caryn McClellan	91.72	5,261.80
Check	09/07/2016	2859	NV Energy	Cindy Lee	167.00	5,428.80
Check	09/15/2016	2911	NV Energy	Candace Joleen Prestel	83.00	5,511.80
Total 62850 - Electricity					5,511.80	5,511.80
62893 - Telephone						0.00
Check	12/04/2015	2450	Cricket	Chris Bernhard Phone Card	25.00	25.00
Check	02/10/2016	2633	Linda Noah	Chris Bernhard Cricket Renewal	25.00	50.00
Check	02/10/2016	2637	Linda Noah	Chris Bernhard Cricket Card	25.00	75.00
Check	03/09/2016	2657	Barbara Sweeting	Christopher Bernhard - Cricket Phone Card	25.00	100.00
Check	03/15/2016	2670	AT&T	Robln Christy	81.53	181.53
Check	04/05/2016	2701	Barbara Sweeting	Chris Burnhart Cricket Card	25.00	206.53
Check	04/19/2016	2746	Walmart	Anthony & Lois Lanegan	30.00	236.53
Check	05/10/2016	2766	Dave Ziegler	Chris Bernhard	25.00	261.53
Check	05/24/2016	2771	Walmart	Mitchel Goodman	25.82	287.35
Check	06/02/2016	2805	Walmart	Anthony and Dawn Hunter	45.00	332.35
Check	06/07/2016	2808	Millie Solley	Christopher Bernard	25.00	357.35
Check	06/09/2016	2722	Smith's Grocery Store	Phone Card	45.00	402.35
Check	06/11/2016	2756	Walmart	Joan Lang Phone Bill	29.99	432.34
Check	07/07/2016	2825	Barbara Sweeting	Christopher Bernhart Cricket Phone	25.00	457.34
Check	07/11/2016	2841	Walmart	Windle - Phone Card	50.00	507.34
Check	07/15/2016	2830	Linda Noah	Nicholas Ulloa Phone Activation	53.00	560.34
Total 62893 - Telephone					560.34	560.34
62842 - Utilities Expenses - Other						0.00
Total 62842 - Utilities Expenses - Other						0.00
Total 62842 - Utilities Expenses					7,872.22	7,872.22
62844 - Mortgage Assistance						0.00
Total 62844 - Mortgage Assistance						0.00
62855 - Clothing						0.00
Check	12/23/2015	2554	Walmart	Chris and Patricia Barrett - Clothing	51.34	51.34
Total 62855 - Clothing					51.34	51.34
62860 - Auto Expenses/Repairs						0.00
Check	10/06/2015	2487	Greater Nevada Credit Union	Kody Elder & Brianne Cruz Car Payment	100.00	100.00
Check	10/17/2015	2445	Insuramax	Samantha Ton	40.40	140.40
Check	10/21/2015	2502	Chad North	Pamela Freeman	77.76	218.16
Check	10/27/2015	2368	Tires Le Cumbre	Karen Nadon 2 Retread Tires	80.00	298.16
Check	12/11/2015	2562	Richard Courtney	Harp Transmission	151.19	449.35
Check	04/04/2016	2700	Barbara Sweeting	April Dawn Hornbeck - Car Payment	67.97	517.32
Check	04/19/2016	2745	DMV	Kimberly Hanna	22.25	539.57

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	04/25/2016	2759	Western Federal	Holli Peterson	150.00	689.57
Check	06/28/2016	2824	Progressive Auto Insurance	Peter Stevenson	152.00	841.57
Total 62860 - Auto Expenses/Repairs					841.57	841.57
62865 - Christmas Tree Gifts						0.00
Total 62865 - Christmas Tree Gifts						0.00
62870 - Bus Fare						0.00
Check	12/18/2015	2513	Carson City Library		33.00	33.00
Check	03/16/2016	2675	Carson City Library	Lindsay Marie Bissa Bus Pass	8.00	41.00
Check	03/16/2016	2652	Carson City Library	Brian & Tiffany Martin Bus Passes	16.00	57.00
Check	03/22/2016	2678	Carson City Library	Lindsey Bissa Bus Card	8.00	65.00
Check	06/07/2016	2782	Carson City JAC	Juan Diaz	25.00	90.00
Check	07/07/2016	2817	Carson City Senior Center	Lemus James Bus Pass	8.00	98.00
Check	07/15/2016	2855	Jac	Nicholas Ulloa Bus Pass	12.50	110.50
Check	08/20/2016	2879	Carson City Library	Donald Swayne Hicks - Bus Pass	25.00	135.50
Check	09/01/2016	2875	Carson City Library	Lennette Rena Bus Pass	25.00	160.50
Check	09/13/2016	2899	Carson City Senior Center	Alyson Owens - Bus Pass	8.00	168.50
Total 62870 - Bus Fare					168.50	168.50
62875 - Storage						0.00
Check	10/21/2015	2501	All American Storage	Don & Brenda Brus	70.00	70.00
Check	11/17/2015	2537	Carson Highland Storage	Loretta Smith	125.00	195.00
Total 62875 - Storage					195.00	195.00
62890 - Eviction Prevention						0.00
Check	10/01/2015	2479	Carson Pines Apts	Jeff and Lawada Gallup	175.00	175.00
Check	10/01/2015	2424	Salaun Apts	Robert & Yvonne Tebrowski	150.00	325.00
Check	10/07/2015	2481	Bello Largo Apts	Dianne Marie Howard Move-in Fee	42.00	367.00
Check	10/13/2015	2491	George Anastassatos	Michelle Marie Ann Railer	50.00	417.00
Check	10/21/2015	2365	Royal Vista Apts	Lynnette Kimmins	132.00	549.00
Check	10/21/2015	2504	Veranda View Apts	Ramey Stradley and Tyra Dawn Hicks	150.00	699.00
Check	10/27/2015	2505	Debbie Wong	Shelly Marie Powell	150.00	849.00
Check	10/27/2015	2367	George Anastassatos	Amanda Smlley	150.00	999.00
Check	10/27/2015	2369	Rebecca Reasoner	David Strouse	150.00	1,149.00
Check	10/27/2015	2370	Royal Vista Apts	LLecenia Pacheco	150.00	1,299.00
Check	11/03/2015	2506	George Anastassatos	Sunny Nina Caudill	150.00	1,449.00
Check	11/03/2015	2507	Juann Beguclin	Salvador Garcia & Marie Arrguin	150.00	1,599.00
Check	11/05/2015	2522	Eagle Real Estate	Danille Hill	100.00	1,699.00
Check	11/10/2015	2517	Royal Apartments	Tanya Sears	100.00	1,799.00
Check	11/11/2015	2518	Tom Combs	Tracy Lynn Clark	150.00	1,949.00
Check	11/12/2015	2519	Cherry Creek Apts	Karen Nadon	100.00	2,049.00
Check	11/17/2015	2490	Camp n Town	Wm Wegis	74.70	2,123.70
Check	11/17/2015	2535	University Heights Apts	Dannette Kay Sisk	150.00	2,273.70
Check	11/17/2015	2536	Royal Apartments	Kelly Lee Wilson	150.00	2,423.70
Check	11/17/2015	2538	Foothill Garden	Jeanne Michelle Fillmore	150.00	2,573.70
Check	11/29/2015	2541	Royal Apartments	Oswald Torres & Lara Pachico	125.00	2,698.70
Check	11/29/2015	2540	Royal Apartments	Theodore & Stacy Gazarek	75.00	2,773.70
Check	12/02/2015	2543	Foothill Garden Apt	Centras	200.00	2,973.70
Check	12/04/2015	2528	Carson Pines Apts	Sarabeth Nelson & Paul Jensen	200.00	3,173.70
Check	12/09/2015	2547	River Valley Apts	Alexander & Kelley Bernard	200.00	3,373.70
Check	12/09/2015	2546	George Anastassatos	Branon Johnson	180.00	3,553.70
Check	12/09/2015	2549	Senator Apartments	Joan Quinn	70.00	3,623.70
Check	12/11/2015	2560	Cherry Creek Apts	Bonnie Goff	275.00	3,898.70
Check	12/14/2015	2530	Senator Apartments	Tamara & Leroy Bohannas	285.00	4,183.70
Check	12/14/2015	2532	Parkway Plaza Apts	Rebecca Lauriton & Osvaldo Venegas	325.00	4,508.70
Check	12/14/2015	2510	Menlo Manor	Lelicia Guzman Rolon	155.00	4,663.70
Check	12/15/2015	2511	Senator Apartments	Jane Lynette Copeland	150.00	4,813.70
Check	12/18/2015	2520	Vicky Kaleta	Mary & Mike Gallin	145.00	4,958.70
Check	12/18/2015	2521	Parkway Plaza Apts	Victor Turrors	150.00	5,108.70
Check	12/19/2015	2578	Millard Realty	Mike Lawson	200.00	5,308.70
Check	12/30/2015	2599	Menlo Manor	Bradley Pasidlas & Cody Ward	150.00	5,458.70
Check	12/30/2015	2602	Parkway Plaza Apts	Victor Torres & Nedina Espinoza	150.00	5,608.70
Check	12/30/2015	2604	Veranda Villa	Tyra Hicks & Ramey Stradly	150.00	5,758.70
Check	12/31/2015	2605	Birdella Gibson	Michelle & Ray Peterson	150.00	5,908.70
Check	01/01/2016	2601	Dan Salaum	Yvonne & Bob Tebrowski	150.00	6,058.70
Check	01/05/2016	2567	Royal Apartments	Teresa Saunders	100.00	6,158.70
Check	01/05/2016	2569	Senator Apartments	Cory Lynch & Ariane Ellifity	100.00	6,258.70
Check	01/06/2016	2610	Claudia Saavedra	Paul Pasillas & Elizabeth Rodrigues	75.00	6,333.70
Check	01/06/2016	2606	Imperial Apartments	Ron Bumley	100.00	6,433.70
Check	01/07/2016	2626	Carson Pines Apts	Danielle Hill	110.00	6,543.70
Check	01/19/2016	2613	Parkway Plaza Apts	Rebecca Lavriton	225.00	6,768.70
Check	01/20/2016	2616	Cherry Creek Apts	Victoria Arauza	231.00	6,999.70
Check	01/25/2016	2642	River Valley Apts	Teri & Shawn Daly	150.00	7,149.70
Check	02/02/2016	2644	Millard Realty	Earl & Mavis Harris	125.00	7,274.70
Check	02/02/2016	2643	Royal Apartments	Sandra Abasta	176.00	7,450.70
Check	02/03/2016	2617	Bonnie Hudson	Tommy Phuhler-Moser	170.00	7,620.70
Check	02/03/2016	2615	Nevada DMV	Marvin Allen & Tracy Viak	33.25	7,653.95
Check	02/09/2016	2646	Bello Largo Apts	Taneka & Deshawn Smith	154.00	7,807.95
Check	02/09/2016	2659	Veranda View Apts	Angel & Julian Garcia	160.00	7,967.95
Check	02/10/2016	2618	Bonnie Hudson	Tommy Stubler Moser	155.00	8,122.95

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	02/18/2016	2638	Dorothy Main	Allan & Rebecca Pluff	150.00	8,272.95
Check	03/15/2016	2671	Loretta Ashby	Lester Jones eviction prevention	150.00	8,422.95
Check	03/23/2016	2685	Tom Combs	Ernest Julian Valentine	80.00	8,502.95
Check	03/29/2016	2706	L.G.G. Properties	Ramona Shader	150.00	8,652.95
Check	03/29/2016	2707	Camp n Town	Lewis Gross	150.00	8,802.95
Check	04/01/2016	2449	Sierra Madre Apts	Gene Murry	150.00	8,952.95
Check	04/04/2016	1736	Carson Pines Apts	Check voided originally written 9/25/13	130.00	9,082.95
Check	04/07/2016	2583	Royal Apartments	Lennette Kimmins	150.00	9,232.95
Check	04/08/2016	2452	Stanton Park Development	Gloria Nelson	150.00	9,382.95
Check	04/13/2016	2690	Parkway Plaza Apts	Rebecca Lavriton	150.00	9,532.95
Check	04/18/2016	2718	Park Portofina	Hollie Nicole Peterson	100.00	9,632.95
Check	04/25/2016	2760	Haley Investments	Tyra Hicks & Ramey Stradley	150.00	9,782.95
Check	04/28/2016	2748	University Heights Apts	Rbt Gawthorpe	175.00	9,957.95
Check	05/03/2016	2764	Victor Szanto	Angel & Sherry Duranko	100.00	10,057.95
Check	05/03/2016	2765	Eagle Real Estate	John & Andrea Zoumazidis	100.00	10,157.95
Check	05/04/2016	2733	Saliman Manor Apts	Mike Eastwood & Sarah West	100.00	10,257.95
Check	05/04/2016	2734	Tahoe Holdings	Mike Werstler	100.00	10,357.95
Check	05/06/2016	2763	Eagle Real Estate		100.00	10,457.95
Check	05/15/2016	2589	Ron Whitely	Antonette Aguilar	100.00	10,557.95
Check	05/16/2016	2767	Carlos Ramirez	Angella Workman	100.00	10,657.95
Check	05/17/2016	2769	Eagle Real Estate	Sarahbeth Nelson & Paul Jensen	100.00	10,757.95
Check	05/19/2016	2737	Mrltha Smith	Rebecca Lott	150.00	10,907.95
Check	05/20/2016	2590	University Heights Apts	Lorraine Rattazzi	150.00	11,057.95
Check	05/24/2016	2779	Carson Meadows Villa Apts	Patsy Marira Olvera	150.00	11,207.95
Check	05/25/2016	2740	Catalina Apts	Rueben Hernandez	150.00	11,357.95
Check	06/01/2016	2788	Safari Mobile Home	Jennle Angel	150.00	11,507.95
Check	06/06/2016	2807	Sunset Carson City Apartments	Carlene Spears	75.00	11,582.95
Check	06/07/2016	2783	Millard Realty	Sherry Stevens and Patrick Bryant	150.00	11,732.95
Check	06/09/2016	2721	Matt Peterson	Carla Walter Deposit	150.00	11,882.95
Check	06/14/2016	2794	Stanton Park Development	Laurie Ann Scanlon	120.00	12,002.95
Check	06/14/2016	2795	Silver City RV Park	Martin Cruz	150.00	12,152.95
Check	06/24/2016	2814	Victor Szanto	Susan Totts	100.00	12,252.95
Check	06/29/2016	2800	Eagle Real Estate	Candis Coffman	150.00	12,402.95
Check	07/05/2016	2591	unknown		245.00	12,647.95
Check	07/07/2016	2818	Eagle Real Estate	Trevor Fawkes	203.00	12,850.95
Check	07/11/2016	2839	Nevada Premier Properties	Baca	200.00	13,050.95
Check	07/11/2016	2840	University Heights Apts	Windle	45.00	13,095.95
Check	07/12/2016	2844	College Town Holdings	Linda Evans	100.00	13,195.95
Check	07/13/2016	2826	University Heights Apts	Lorraine Rattazzi	50.00	13,245.95
Check	07/13/2016	2829	Gary Stone	Troyce Lazarian	75.00	13,320.95
Check	07/14/2016	2831	Peter McAllister	Dawn Lopresti	150.00	13,470.95
Check	07/15/2016	2803	Stanton Arms Apt	Doddle Jackson Rand	94.00	13,564.95
Check	07/20/2016	2833	Millard Realty	Alexandria Franklin & Andrew Franklin	150.00	13,714.95
Check	08/08/2016	2848	George Anastassatas	Maggie Bucannon	140.00	13,854.95
Check	08/08/2016	2849	Harris Homes	Darlene Rhodes	100.00	13,954.95
Check	08/08/2016	2850	Trans Action Realty	Luz Davila	100.00	14,054.95
Check	08/11/2016	2730	Sunset Carson City Apartments	Tawny Compton	100.00	14,154.95
Check	08/16/2016	2888	Millard Realty	Catherine Leeds	150.00	14,304.95
Check	08/24/2016	2872	Stanton Arms Apt	Woodside	150.00	14,454.95
Check	08/30/2016	2894	Lynn Cauley Realty	Karen Springer	134.00	14,588.95
Check	08/30/2016	2896	Jim Hudson	Steven Mora	100.00	14,688.95
Check	09/06/2016	2903	Southgate Apartments	Charlene Yauger	154.00	14,842.95
Check	09/06/2016	2882	Millard Realty	John & Adam Epps & Kathlene Douglas	150.00	14,992.95
Check	09/06/2016	2881	M. Scott Properties	Jarelle Karina Ramos - Tamonlies	150.00	15,142.95
Check	09/16/2016	2910	University Heights Apts	Oswaldo Venegas	150.00	15,292.95
Check	09/20/2016	2790	Millard Realty	Crystal Tinker	150.00	15,442.95
Check	09/27/2016	2912	M. Scott Properties	Jarelle Ramos Telamontes	100.00	15,542.95
Check	09/27/2016	2901	Katie Peterson	Dorena Berry	150.00	15,692.95
Check	09/27/2016	2793	Raymond Marshall	Rent for Katie Kelley	150.00	15,842.95
Total 62890 - Eviction Prevention					15,842.95	15,842.95
62891 - Security Deposit Assistance						0.00
Check	02/17/2016	2655	Sunset Carson City Apartments	Carlene Spears-Liles	150.00	150.00
Total 62891 - Security Deposit Assistance					150.00	150.00
62894 - Fuel						0.00
Check	10/17/2015	2443	AM PM Services	Samantha Ton	25.00	25.00
Check	10/27/2015	2366	AM PM Services	Michelle Miller	25.00	50.00
Check	10/27/2015	2366	AM PM Services	Karen Nadon	25.00	75.00
Check	11/04/2015	2508	AM PM Services	Thomas & Mauveen McClenahan	75.00	150.00
Check	11/17/2015	2489	AM PM Services	Danette Miller	50.00	200.00
Check	12/04/2015	2446	AM PM Services	one gas card	25.00	225.00
Check	12/04/2015	2527	AM PM Services	Amber Cupp & Jacob Watts	25.00	250.00
Check	12/09/2015	2529	AM PM Services	Gari Davidson	150.00	400.00
Check	12/09/2015	2548	AM PM Services	Scott Colley	100.00	500.00
Check	12/21/2015	2571	AM PM Services	4 Gas Cards	100.00	600.00
Check	01/22/2016	2640	AM PM Services	Mark MacArthur & Sheryl Libbee	50.00	650.00
Check	01/28/2016	2619	AM PM Services	Scott Colley	25.00	675.00
Check	02/10/2016	2636	AM PM Services	Gary Fuller Gas Cards to Utah	125.00	800.00

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Type	Date	Num	Source Name	Memo	Amount	Balance
Check	02/23/2016	2581	AM PM Services	1 gas card - Helen Holquin	25.00	825.00
Check	03/08/2016	2666	AM PM Services	Preston Paterson 1 gas card	25.00	850.00
Check	03/08/2016	2666	AM PM Services	extra gas card	25.00	875.00
Check	03/15/2016	2668	AM PM Services	3 gas cards	75.00	950.00
Check	04/04/2016	2699	Millie Solley	4 gas cards	100.00	1,050.00
Check	04/19/2016	2747	Dave Ziegler	Scott Colley	25.00	1,075.00
Check	04/25/2016	2762	Dave Ziegler	Colley Gas	25.00	1,100.00
Check	05/24/2016	2773	Smith's Grocery Store	Gwen & Corey Aldredge-1 Gas Card	25.00	1,125.00
Check	05/24/2016	2773	Smith's Grocery Store	3 Gas Cards	75.00	1,200.00
Check	05/25/2016	2738	Smith's Grocery Store	Stacie Marie Voris	50.00	1,250.00
Check	05/25/2016	2739	Smith's Grocery Store	Frank & Carolyn Mayfield	50.00	1,300.00
Check	05/26/2016	2755	Dave Ziegler	Ashley Christian	25.00	1,325.00
Check	06/08/2016	2742	Smith's Grocery Store	Frank & Carolyn Mayfield Gas Card	25.00	1,350.00
Check	06/14/2016	2785	Dave Ziegler	Reimbuse for gas card	30.00	1,380.00
Check	06/14/2016	2786	Smith's Grocery Store	Gas Cards	50.00	1,430.00
Check	06/28/2016	2820	Smith's Grocery Store	1 gas card	25.00	1,455.00
Check	06/28/2016	2822	Smith's Grocery Store	1 gas card	25.00	1,480.00
Check	07/12/2016	2843	Smith's Grocery Store	Linda Evans - Gas Card	25.00	1,505.00
Check	07/20/2016	2857	Smith's Grocery Store	Michelle Chiaratte	50.00	1,555.00
Check	07/20/2016	2857	Smith's Grocery Store	Deborah & Ricky Gonzales	50.00	1,605.00
Check	07/28/2016	2856	Smith's Grocery Store	Catherine Dills	20.00	1,625.00
Check	07/29/2016	2847	Smith's Grocery Store	Chris Pfler Gas Card	25.00	1,650.00
Check	08/09/2016	2851	Smith's Grocery Store	Gas Cards	50.00	1,700.00
Check	08/09/2016	2853	Walmart		45.00	1,745.00
Check	08/10/2016	2838	Cash	Gas Cards	100.00	1,845.00
Check	08/10/2016	2885	Smith's Grocery Store	Michael Smity Gas Card	30.00	1,875.00
Check	08/16/2016	2886	Smith's Grocery Store	Jamine & Christina Leon	30.00	1,905.00
Check	08/16/2016	2886	Smith's Grocery Store	1 Gas Card	30.00	1,935.00
Check	08/30/2016	2893	Smith's Grocery Store	Karen Springer Gas Card	50.00	1,985.00
Check	08/31/2016	2874	Smith's Grocery Store	Daniel Odneal Gas Card	25.00	2,010.00
Check	09/07/2016	2804	Smith's Grocery Store	Elsie Long - gas card	25.00	2,035.00
Check	09/13/2016	2895	Smith's Grocery Store	Samantha Ton & David Tensor - Gas Card	25.00	2,060.00
Check	09/13/2016	2908	Smith's Grocery Store	Stacie Marie Voris - Gas Card	50.00	2,110.00
Check	09/15/2016	2909	Smith's Grocery Store	Katie Ann Kelly - Gas Card	25.00	2,135.00
Check	09/20/2016	2791	Smith's Grocery Store	Heather Young & Herber Cisneros Gas Card	25.00	2,160.00
Check	09/23/2016	2453	Smith's Grocery Store	Jay Veit - Gas Card	25.00	2,185.00
Check	09/27/2016	2792	Dave Ziegler	Donnell Cooks - \$25 Gas Card from Smiths	25.00	2,210.00
Check	09/27/2016	2792	Dave Ziegler	1 Gas Card from Smiths	25.00	2,235.00
Check	09/28/2016	DC-Maverick	Maverick	Christine Nadine Scott - Gas Cards	100.00	2,335.00
Total 62894 - Fuel					2,335.00	2,335.00
62895 - Other Client Expenses						0.00
Check	12/23/2015	2575	Los Angeles County Registrar	Bryan Curtis Livingston - Birth Certificate	28.00	28.00
Check	12/23/2015	2573	Carson City Library	Bryan Curtis Livingston	8.00	36.00
Check	03/09/2016	2658	DMV	Penny Klars ID Card	22.25	58.25
Check	06/16/2016	2723	Capital Control Systems	Shawn Fonst - AC Repair	69.00	127.25
Check	08/17/2016	2867	DMV	Katie Colorado - ID Card	22.25	149.50
Total 62895 - Other Client Expenses					149.50	149.50
62898 - Emergency Housing						0.00
Check	10/06/2015	2492	Carson City Inn	Steven Stone	150.00	150.00
Check	10/14/2015	2363	Silver Queen Inn	Sarah Dent	145.00	295.00
Check	10/14/2015	2499	Round House Inn	Chris Lee Rudisill	145.00	440.00
Check	10/21/2015	2364	Silver State Motel	Chris Rudisill & Sandra Abaste	145.00	585.00
Check	10/21/2015	2500	Camp n Town	Lewis Elmer Gross	100.00	685.00
Check	10/21/2015	2503	Silver State Motel	Christopher Rudisill	145.00	830.00
Check	10/27/2015	2494	Best Value Inn	Tony Mays	55.00	885.00
Check	10/27/2015	2495	Silver State Motel	Calin Craton	145.00	1,030.00
Check	10/27/2015	2496	Back on Track	Lauren McDermott	150.00	1,180.00
Check	11/04/2015	2373	Americas Best Value Inn	Tony Mays	100.00	1,280.00
Check	11/04/2015	2372	Silver State Motel	Alexis Hill & Paul Mulkey	145.00	1,425.00
Check	11/08/2015	2509	Silver Queen Inn	Kimberly Brisco & Alex Osciano	145.00	1,570.00
Check	12/02/2015	2544	Silver State Motel	Amber Leigh Cupp & Jacob Watts	145.00	1,715.00
Check	12/02/2015	2524	Silver State Motel	Daniel Webb & Holly Picinick	145.00	1,860.00
Check	12/02/2015	2525	Silver State Motel	Kimberly Brisco & Alexander Caaccio	145.00	2,005.00
Check	12/02/2015	2526	Silver State Motel	Jeffrey Genson	145.00	2,150.00
Check	12/02/2015	2523	Carson City Inn	Tammy James & Brett Hoepfner	150.00	2,300.00
Check	12/08/2015	2556	Carson City Inn	David Lee Engel	150.00	2,450.00
Check	12/08/2015	2558	Carson City Inn	Dawnella Garcia	150.00	2,600.00
Check	12/09/2015	2559	Carson City Inn	Andrea Lamont Gilliam	105.00	2,705.00
Check	12/11/2015	2375	Nugget Inn	Della Lee Milek	135.00	2,840.00
Check	12/11/2015	2579	Round House Inn	Michael Dominguez	145.00	2,985.00
Check	12/11/2015	2561	Round House Inn	Michael Dominguez	145.00	3,130.00
Check	12/16/2015	2550	Silver State Motel	Amy Byron & John Kelly	150.00	3,280.00
Check	12/17/2015	2564	Silver State Motel	Joshua Harrison	145.00	3,425.00
Check	12/18/2015	2512	Round House Inn	Laurie Jeanne Lease & Jeff McCaffrey	145.00	3,570.00
Check	12/19/2015	2514	Carson City Inn	Tiffany & Brian Martin	160.00	3,730.00
Check	12/21/2015	2565	Silver Queen Inn	Craig & Cynthia Martin	145.00	3,875.00
Check	12/23/2015	2553	Rodeway Inn	Carolyn Autra	199.00	4,074.00

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As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
Check	12/23/2015	2552	Silver Queen Inn	April and Jeff Hornbeck	145.00	4,219.00
Check	12/26/2015	2516	Silver State Motel	Brian & Tiffany Martin	145.00	4,364.00
Check	12/26/2015	2515	Silver State Motel	Kimberly Dolby & Christian Lara	145.00	4,509.00
Check	12/28/2015	2566	Silver State Motel	Josh Harrison	145.00	4,654.00
Check	12/30/2015	2555	Silver Queen Inn	Chris Goulard	145.00	4,799.00
Check	12/30/2015	2600	Carson City Inn	Tim Farrell	120.00	4,919.00
Check	01/05/2016	2568	Silver Queen Inn	Wendy Burgos & Mathew Sweet	66.00	4,985.00
Check	01/06/2016	2611	Silver Queen Inn	Chris & Cindy Martin	145.00	5,130.00
Check	01/10/2016	2612	Deacon Craig LaGier	Motel 6 for Gary & Cheryl Keffer	86.00	5,216.00
Check	01/12/2016	2577	Nugget Inn	Della Milek	125.00	5,341.00
Check	01/12/2016	2608	Silver Queen Inn	Mal Jared & Brilney Malorino	145.00	5,486.00
Check	01/13/2016	2631	Round House Inn	Wade Gillett	145.00	5,631.00
Check	01/15/2016	2639	Carson City Inn	Frank Crawford & Laureen McDermott	50.00	5,681.00
Check	01/15/2016	2628	Carson City Inn	Frank Crawford & Laureen McDermott	80.00	5,761.00
Check	01/19/2016	2614	Carson City Inn	Angie Gates & James Paul Elder	150.00	5,911.00
Check	01/24/2016	2641	Silver Queen Inn	Duffy-Thomas Thriesa	145.00	6,056.00
Check	02/02/2016	2645	Silver State Motel	Paul Malley & Lexis Hill	145.00	6,201.00
Check	02/10/2016	2632	Round House Inn	Tracy Vlach & Martin Allen	145.00	6,346.00
Check	02/10/2016	2635	Carson City Inn	Cynthia San Miguel	150.00	6,496.00
Check	02/16/2016	2654	Silver Queen Inn	Arlene Lucero	145.00	6,641.00
Check	02/16/2016	2653	Craig LaGier	Jacob Pochaeco (Silver Queen)	42.00	6,683.00
Check	02/19/2016	2622	Carson City Inn	Leland Duncan - Stayed two nights, 1st night paid f	40.00	6,723.00
Check	02/23/2016	2661	Silver Queen Inn	Ashly Pyer	145.00	6,868.00
Check	02/23/2016	2660	Silver Queen Inn	Taylor Rampley	145.00	7,013.00
Check	02/23/2016	2662	Silver Queen Inn	Brenda Keener & Shawna Kile	130.00	7,143.00
Check	03/02/2016	2648	Silver Queen Inn	Taylor Rampley & Jack Dillard	145.00	7,288.00
Check	03/04/2016	2587	Silver Queen Inn	Sara Campillo	44.00	7,332.00
Check	03/08/2016	2664	Silver Queen Inn	Sara Campillo	145.00	7,477.00
Check	03/08/2016	2663	Rodeway Inn	Bobby Jarmon	100.00	7,577.00
Check	03/08/2016	2665	Silver Queen Inn	Leah Seaward	145.00	7,722.00
Check	03/09/2016	2651	Carson City Inn	Bill Gray	66.00	7,788.00
Check	03/15/2016	2673	Carson City Inn	William Gray	50.00	7,838.00
Check	03/15/2016	2672	Carson City Inn	Brian Yack & Sandra Alica Arellano	150.00	7,988.00
Check	03/15/2016	2669	Silver Queen Inn	Tamara Lee Homer	145.00	8,133.00
Check	03/22/2016	2682	America's Best Inn	William & Marina Lockhart	100.00	8,233.00
Check	03/22/2016	2679	Silver State Motel	Maxwell Simon	145.00	8,378.00
Check	03/22/2016	2677	Carson City Inn	Dawn Garcia	150.00	8,528.00
Check	03/22/2016	2676	Rodeway Inn	Sarah & Donald Pope	200.00	8,728.00
Check	03/23/2016	2684	Silver Queen Inn	Nicole Buckley	145.00	8,873.00
Check	03/29/2016	2695	America's Best Inn	Wheylan & Marina Lockhart	50.00	8,923.00
Check	03/29/2016	2708	Carson City Inn	William Gray	150.00	9,073.00
Check	03/30/2016	2688	Carson City Inn	Candice Stone	150.00	9,223.00
Check	03/30/2016	2689	Silver State Motel	Cathrine Bowman	145.00	9,368.00
Check	04/01/2016	2448	Silver State Motel	Lexton Stov	75.00	9,443.00
Check	04/04/2016	2696	Silver Queen Inn	Daniel Webb	135.00	9,578.00
Check	04/04/2016	2697	Silver Queen Inn	David Christopher Holt	145.00	9,723.00
Check	04/07/2016	2584	Carson City Inn	Frances Gail Beckstrom	150.00	9,873.00
Check	04/08/2016	2702	Silver State Motel	Nicole Schmidt & Carmen Showmake	145.00	10,018.00
Check	04/08/2016	2451	Silver State Motel	April Hornbeck	100.00	10,118.00
Check	04/12/2016	2703	Silver State Motel	Jessi Wayne Oliveras	100.00	10,218.00
Check	04/12/2016	2719	Carson City Inn	Kimberly Hanna & Danny Mortenson	80.00	10,298.00
Check	04/18/2016	2716	Rodeway Inn	Jaclyn Workman	59.99	10,357.99
Check	04/18/2016	2717	Rodeway Inn	Susan Aquino	89.98	10,447.97
Check	04/19/2016	2744	Carson City Inn	Kimberly Hanna	80.00	10,527.97
Check	04/20/2016	2692	Silver State Motel	William Wegis	45.00	10,572.97
Check	04/27/2016	2732	America's Best Inn	Brad & Amanda Gill	257.40	10,830.37
Check	04/27/2016	2694	Rodeway Inn	Jermaine Jordan	131.97	10,962.34
Check	04/27/2016	2731 - Depo	Rodeway Inn	Jermaine Jordan-Refundable Deposit	30.00	10,992.34
Check	05/05/2016	2720	Carson City Inn	Jeremiah Reyes & Candice Stone	80.00	11,072.34
Check	05/17/2016	2768	Silver State Motel	Jamie & Lelthton Demody	100.00	11,172.34
Check	05/24/2016	2774	Dave Ziegler	Nick Parker & Spella Kimley	54.00	11,226.34
Check	05/24/2016	2772	Betty Brinson	Christian Rodriguez & Monteisha Bradford	175.00	11,401.34
Check	06/08/2016	2741	Silver State Motel	Frank & Carolyn Mayfield	145.00	11,546.34
Check	06/13/2016	2777	Rodeway Inn	Betty Daust & Charles Kennedy	220.00	11,766.34
Check	06/21/2016	2813	Silver State Motel	Sarah Gerard	145.00	11,911.34
Check	06/23/2016	2724	Silver Queen Inn	Delia Bansied	130.00	12,041.34
Check	06/23/2016	2725	Silver State Motel	Ruth Heller	80.00	12,121.34
Check	06/28/2016	2821	Silver State Motel	Room 225	145.00	12,266.34
Check	07/07/2016	2854	Carson City Inn	Brandon & kimberly Lewis	160.00	12,426.34
Check	07/13/2016	2827	Silver Queen Inn	Craig & Cindy Martin	75.00	12,501.34
Check	07/20/2016	2832	Silver State Motel	Jeremy Horton & Urilda Marie McReynolds	145.00	12,646.34
Check	07/29/2016	2845	Carson City Inn	Joan Raltazzi	160.00	12,806.34
Check	08/12/2016	2729	Regency	Jaime & Christine Leon	150.00	12,956.34
Check	08/19/2016	2834	Michael Nizankiewicz	Chris Knight - Motel 6	192.79	13,149.13
Check	08/23/2016	2890	Round House Inn	Angelina Workman	60.00	13,209.13
Check	08/23/2016	2891	Silver Queen Inn	Clayton Monk	156.40	13,365.53
Check	08/25/2016	2869	Americas Best Value Inn	Tor Simmons & Julia Lockhart	133.20	13,498.73

General Ledger

As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
Check	09/01/2016	2870	Americas Best Value Inn	Claudia Wells	138.75	13,637.48
Check	09/06/2016	2902	Nugget Inn	Ralph Handley	150.00	13,787.48
Check	09/06/2016	2883	Carson City Inn	Linda Lee Simon	150.00	13,937.48
Check	09/28/2016	2918	Carson City Inn	Kenneth Waters	110.00	14,047.48
Total 62898 · Emergency Housing					14,047.48	14,047.48
62899 · Employment Assistance						0.00
Check	12/29/2015	2574	DMV	Duane Putnam ID Card	22.25	22.25
Total 62899 · Employment Assistance					22.25	22.25
62800 · Client Assistance Expenses - Other						0.00
Total 62800 · Client Assistance Expenses - Other						0.00
Total 62800 · Client Assistance Expenses					42,852.21	42,852.21
65000 · Operations						0.00
65005 · Bank Fees						0.00
Check	12/31/2015			Service Charge	3.50	3.50
Check	01/31/2016			Service Charge	6.00	9.50
Check	02/29/2016			Service Charge	3.50	13.00
Total 65005 · Bank Fees					13.00	13.00
65010 · Books, Subscriptions, Reference						0.00
Total 65010 · Books, Subscriptions, Reference						0.00
65020 · Postage, Mailing Service						0.00
Total 65020 · Postage, Mailing Service						0.00
65030 · Printing and Copying						0.00
Check	12/01/2015	2542	Data Graphics	SVdP Business Cards	35.45	35.45
Total 65030 · Printing and Copying					35.45	35.45
65040 · Supplies						0.00
Check	02/10/2016	eft	Harland Clarke	Check order	57.40	57.40
Check	02/10/2016	eft	Harland Clarke	Check Order	162.83	220.23
Check	03/20/2016	2588	Council of the U.S.Society of SVdP	Brochures	17.75	237.98
Total 65040 · Supplies					237.98	237.98
65050 · Telephone, Telecommunications						0.00
Total 65050 · Telephone, Telecommunications						0.00
65000 · Operations - Other						0.00
Total 65000 · Operations - Other						0.00
Total 65000 · Operations					286.43	286.43
65100 · Other Types of Expenses						0.00
65150 · Memberships and Dues						0.00
Check	10/31/2015	2374	National Council of US Society of SVdP	2015-2016 Solidarity Contribution	154.00	154.00
Check	06/09/2016	2810	National Administration Services		210.00	364.00
Deposit	09/13/2016	3213686		Deposit	-9.00	355.00
Total 65150 · Memberships and Dues					355.00	355.00
65155 · Conference Liability Insurance						0.00
Total 65155 · Conference Liability Insurance						0.00
68330 · Friends of the Poor Walk						0.00
Total 68330 · Friends of the Poor Walk						0.00
65100 · Other Types of Expenses - Other						0.00
Check	10/09/2015	2358	NV Board of Cosmetology	Debra Phillips Hair Dresser License Renewal	200.00	200.00
Check	12/16/2015	2551	Carson Valley Visitors Bureau	Jeff Genson	42.50	242.50
Check	01/06/2016	2607	Walmart	Randall Laughlin - Propane	28.69	271.19
Check	01/13/2016	2630	Carson City Library	Tiffany Martin	16.00	287.19
Check	01/15/2016	2573	Barbara Sweeting	Livingston	10.00	297.19
Check	01/22/2016	2580	Nevada DMV	Karl Vasold - ID	13.25	310.44
Check	03/08/2016	2625	DMV	Donald Harold Schnall ID Card	22.25	332.69
Check	03/11/2016	2667	Dollar Tree	Tyra Hicks Stately - Candles for sons memorial servi	10.22	342.91
Check	03/22/2016	2680	Walmart	Katie Rachele Harvey Diapers	32.22	375.13
Check	03/22/2016	2681	DMV	Rhodes ID Card	13.25	388.38
Check	05/04/2016	2749	Carson City Vital Records	Joseph & Sylvia Marie Scurti	20.00	408.38
Check	06/11/2016	2757	Walmart		46.30	454.68
Check	06/16/2016	2796	Mountain Aire	Sharon Foust	69.00	523.68
Check	06/23/2016	2787	DMV	William Billings Registration	96.00	619.68
Check	06/28/2016	2819	Cash		20.00	639.68
Check	06/28/2016	2823	Vital Records	Joanna Lynn Dinsmore Birth Certificate	26.00	665.68
Check	06/29/2016	2797	Board of Regents	Wyatt Wheese	65.00	730.68
Check	06/29/2016	2798	Board of Regents	Wyatt Wheese	65.00	795.68
Check	06/29/2016	2799	Carson City Visitors Bureau	Brandon Shoemaker	42.50	838.18
Check	07/26/2016	2836	unknown		75.00	913.18
Check	09/07/2016	2858	DMV	Marshall Bousier - ID Card	13.25	926.43
Check	09/08/2016	2860	Barbara Sweeting		70.23	996.66
Check	09/14/2016	2897	Riverside County Assessor	Jerry Yane - Birth Certificate	28.00	1,024.66
Check	09/14/2016	2898	DMV	Jerry Yane - ID Card	22.25	1,046.91
Total 65100 · Other Types of Expenses - Other					1,046.91	1,046.91
Total 65100 · Other Types of Expenses					1,401.91	1,401.91
68300 · Travel and Meetings						0.00
68310 · Conference, Convention, Meeting						0.00
Check	10/21/2015	2376	Diocese of Reno	Annual St. Teresa of Avila Conference Boothe for S	245.00	245.00
Deposit	11/05/2015	30305		Annual Conference Booth Reimbursement - Jan @	-245.00	0.00
Check	05/11/2016	2750	Port of Subs	Ozanam Training	94.23	94.23
Total 68310 · Conference, Convention, Meeting					94.23	94.23

General Ledger

As of September 30, 2016

Type	Date	Num	Source Name	Memo	Amount	Balance
68320 • Travel						0.00
Total 68320 • Travel						0.00
68300 • Travel and Meetings - Other						0.00
Total 68300 • Travel and Meetings - Other						0.00
Total 68300 • Travel and Meetings					94.23	94.23
69999 • nancy						0.00
Total 69999 • nancy						0.00
No acct						0.00
Total no acct						0.00
TOTAL					0.00	0.00

3:40 PM

St. Teresa of Avila Conference of St. Vincent de Paul

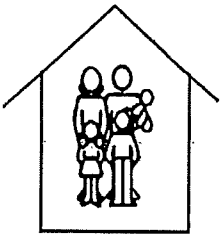
01/15/17

Balance Sheet

Accrual Basis

As of September 30, 2016

	Sep 30, 16
ASSETS	
Current Assets	
Checking/Savings	
11000 · City National Bank	1,690.84
Total Checking/Savings	1,690.84
Total Current Assets	1,690.84
TOTAL ASSETS	1,690.84
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	2,008.50
Net Income	-317.66
Total Equity	1,690.84
TOTAL LIABILITIES & EQUITY	1,690.84



RON WOOD FAMILY RESOURCE CENTER

~~~~~  
2621 Northgate Lane  
Suite 62  
Carson City, NV 89706  
(775) 884-2269 - Phone  
(775) 884-2730 - Fax  
www.carson-family.org  
~~~~~

BOARD OFFICERS

Gere' Clark
Chairman

Adrienne Murphy
Vice Chair

Valeri Wood
Secretary/Treasurer

~~~~~ BOARD OF DIRECTORS

Linda Allen

Ali Bannister

Trina Dahlin

Ken Furlong

Rick Redican

Paul Saucedo

Greg Wood

~~~~~ EXECUTIVE DIRECTOR

Joyce Buckingham

~~~~~  
Promoting  
Healthy  
Family  
Relationships  
Through  
Education  
& Support Services  
~~~~~

December 20, 2016

St. Vincent de Paul Society
Attention: Barbara Sweeting
3000 North Lompa Lane
Carson City, Nevada 89706

To Whom It May Concern:

It is our pleasure to work with our community friends at St. Vincent de Paul Society in Carson City.

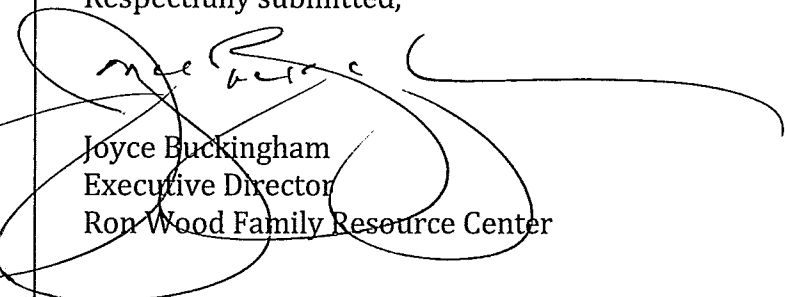
As a long standing collaborative partner, this letter is to express Ron Wood Family Resource Center's support to St. Vincent de Paul Society and the work they provide our community. St. Vincent de Paul Society assists our community with support for housing, vehicle maintenance, bus passes, State ID costs, birth certificates and many other miscellaneous needs that our community partners cannot fund. St. Vincent de Paul Society's grant request for funds will continue to support their cause and programs and fills a gap of support in our community that only they provide.

St. Vincent de Paul Society is supporting the community in accomplishing goals in breaking the cycle of homelessness and poverty.

We are proud to refer individuals and families to St. Vincent de Paul Society and will continue to work closely in assisting the most in-need.

If you have any questions, please feel free to contact me.

Respectfully submitted,


Joyce Buckingham
Executive Director
Ron Wood Family Resource Center

Rural Center for Independent Living

P.O. Box 3177 Carson City, NV. 89702

(775) 841-2580

January 17, 2017

To Whom It May Concern,

The Rural Center for Independent Living has worked with St Vincent De Paul Society for several years in providing funds for the needs of the Disabled population and our Veterans who are homeless and on the streets. We have worked hand in hand to provide the Disabled and Veterans populations within our community real homes that will assist them in becoming part of our community. St. Vincent De Paul Society has provided the funding that has been vital to getting them into these homes of their own. Without their help and assistance this would not be possible for this population who are the poorest of the poor in our community.

Sincerely,

Dee Dee Foremaster

Dee Dee Foremaster

(775) 450-3729

The St. Teresa of Avila Conference, Society of St. Vincent de Paul

The Carson City conference of St. Vincent de Paul was established in 2010 based out of St. Teresa of Avila Catholic Church. This conference operates autonomously from the Church with its own IRS group tax ID through the National Office of St. Vincent de Paul in St. Louis, MO. The conference does utilize the church for bi-monthly member meetings and receives donations through the Church. The conference makes no distinction or discriminate those who are served. Since 2010 the request for assistance not only from low and extremely low income individuals and families has doubled, unfortunately the donations have not. The Carson City Conference of Society of St. Vincent de Paul is working on diversifying its funding sources to build a reserve with the hope of expanding its services in collaboration with the other agencies in Carson City.

Calls for assistance are handled through the St. Teresa of Avila main phone number where callers are transferred to an answering device where they are instructed to leave information on who they are, a phone number and what their need is. These messages are checked through the day, Monday through Friday by the volunteers who rotate responding to the calls. Prior to returning any calls the callers name is checked against the client database to verify if this is a first time caller or a repeat request and what date they last received assistance. All calls are returned and when assistance is possible (funding permitting) a meeting is setup with the caller and two St. Vincent volunteers who meet with the caller and a client intake form is completed. This includes verifying their identification, the validity of their need as best we can and whenever possible providing community resources so services provided elsewhere in Carson City are not duplicated and funds can be used for other callers.

Currently the Conference has 12 volunteer members, three of whom are on the Board of Directors. The volunteers meet twice a month to review calls, share information on possible scams or other concerns and review the available funding remaining at that time. Volunteers also keep in constant contact with each other through email and phone calls.

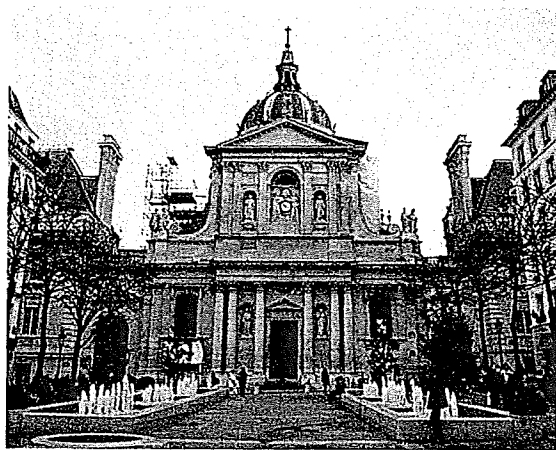
The Mission of the Society of St. Vincent de Paul

Inspired by Gospel values, the Society of St. Vincent de Paul, a Catholic lay organization, leads women and men to join together to grow spiritually by offering person-to-person service to those who are needy and suffering in the tradition of its founder, Blessed Frédéric Ozanam, and patron, St. Vincent de Paul.

As a reflection of the whole family of God, members, who are known as Vincentians, are drawn from every ethnic and cultural background, age group, and economic level. Vincentians are united in an international society of charity by their spirit of poverty, humility and sharing, which is nourished by prayer and reflection, mutually supportive gatherings and adherence to a basic Rule.

Organized locally, Vincentians witness God's love by embracing all works of charity and justice. The Society collaborates with other people of good will in relieving need and addressing its causes, making no distinction in those served because, in them, Vincentians see the face of Christ.

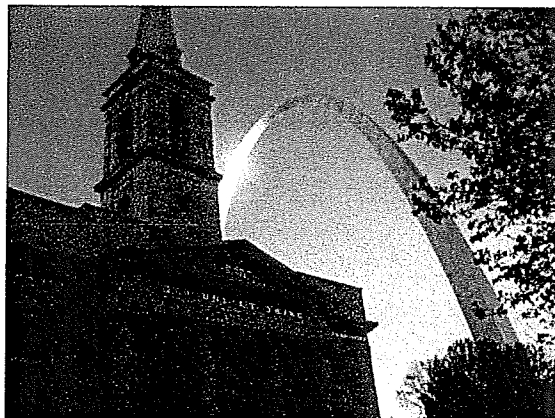
The Beginnings of the Society of St. Vincent de Paul



Frédéric Ozanam left his home in Lyon, France, in the autumn of 1831, for Paris. He registered in the School of Law at the Sorbonne, University of Paris. Frédéric collaborated with Mr. Emmanuel Bailly, editor of the *Tribune Catholique*, in reviving a student organization which had been suspended during the revolutionary activity of July 1830. They called their new association "The Conference of History." The group met on Saturdays to discuss various topics, everything but politics. At one of their meetings, a student challenged Frédéric and the practicing Catholics. He admitted that the Catholic Church had done much good work in the

past, but "what do you do now?" Frédéric called for a meeting of five of his friends; they agreed to meet at Mr. Bailly's office. The date was April 23, 1833, Frédéric's twentieth birthday. Inspired by their words, Frédéric decided to found the "Conference of Charity" to assist the poor. Emmanuel Bailly, the married layman, was chosen by the six students as their first President. In a short time, they changed their name to The Society of St. Vincent de Paul in honor of their patron.

The Society of St. Vincent de Paul in the United States



While historians are not certain about some details, there is no doubt that the Society of St. Vincent de Paul was established in St. Louis, Missouri at the Basilica of St. Louis, King of France, popularly called "The Old Cathedral," in 1845. Father John Timon, CM, an American Vincentian priest from Pennsylvania, and later Bishop of Buffalo, New York, was the one who brought copies of the Rule of the Society of St. Vincent de Paul back from Dublin, Ireland, to St. Louis. Timon talked to various people about the Society and its wonderful work with the poor. Bishop Peter Richard Kenrick,

successor of the first Bishop of St. Louis, Joseph Rosati, CM, asked Father Ambrose Heim to establish the Society of St. Vincent de Paul and be its Spiritual Advisor. Father Heim was known by all for his extraordinary zeal and ministry with the poor. He became known as "The Priest of the Poor." The first meeting of the Society of St. Vincent de Paul in the United States was held on November 20, 1845, only twelve years after its foundation in Paris. Nineteen of the most prominent Catholic laymen of St. Louis attended. Dr. Moses Linton was elected President, Bryan Mullanphy, Vice President, Dennis Galvin, Second Vice President, James Maguire Jr., Secretary, Patrick Ryder, Treasurer, and Fr. Ambrose Heim, Spiritual Advisor. The Conference was aggregated (formally recognized) by the Society's International Council in Paris on February 2, 1846.

St. Teresa of Avila Conference of St. Vincent de Paul – Carson City

Attachment 9

Date of Call: ____ / ____ / ____

Volunteers Responding: ____ & ____

Case #: 2017 - ____

Date of Visit: ____ / ____ / ____

Client Phone Number: ____ - ____ - ____ Alternate Phone: ____ - ____ - ____

CLIENT INFORMATION

Head of household license/ID number: ____ Are they residents of Carson City? Y / N
Adults in household: ____

Last Name: ____ First Name: ____ Age: ____ Senior? Y / N Disabled? Y / N

Last Name: ____ First Name: ____ Age: ____ Senior? Y / N Disabled? Y / N

Last Name: ____ First Name: ____ Age: ____ Senior? Y / N Disabled? Y / N

Current Address: ____ Homeless Living with relative Apartment/Trailer Rental Home

Employment Status: Unemployed Employed Full-time Part-time Employer: ____

Marital Status: Married Divorced Separated Single Widow Other: ____

Number of Children in household: ____ Ages: ____ Any Disabled kids? Y / N Who? ____

Reason for call for assistance: ____

Circle all that apply:

Income sources and amounts: Unemployment - Employment - Disability - Social Security - Other ____ \$ ____ week / month

Expenses: Rent \$ ____ Phone \$ ____ Utilities \$ ____ Auto \$ ____ Insurance \$ ____ Other ____ \$ ____

Assistance Provided: Eviction Prevention - Emergency Housing - Utilities - Auto – Employment – Medical – Other

Referred to: Ron Woods FISH Salvation Army Other: ____

Is client able to receive additional services: Y / N If no further assistance explain: ____



St. Teresa of Avila Conference of St. Vincent de Paul – Carson City

Attachment 9

Payment date: ____ / ____ / ____ Payable to: _____ for \$ _____ by Check# _____ or Debit Card Y / N

Total Volunteer Time on Call: _____

Volunteer comments:

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