

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

NEW APPLICANT

CURRENTLY FUNDED APPLICANT (AMOUNT \$ 25,000.00)

APPLICANT INFORMATION

Agency Name: CASA of Carson City	
Agency Mailing Address: 1539 E. 5 TH Street, Carson City, NV 89701	
Project Name: Guardian ad litem program	
Project Address/Location: 1539 E. 5 TH Street, Carson City, NV 89701	
Contact Person: Melanie McCormick	
Phone Number: (775) 882-6776	Email: MelanieMcCormickCASA@outlook.com
Fax:	Website (if applicable): https://www.carsoncitycasa.org/

FISCAL MANAGER

Name:	Melanie McCormick
Title:	Executive Director
Phone number:	(775) 291-7069
Email:	MelanieMcCormickCASA@outlook.com

PROJECT FUNDING

Requested amount	\$35,000.00
Other funding for the same project	\$60,000.00
Total project cost	\$95,000.00

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input type="checkbox"/> SENIOR CITIZEN SERVICES	<input type="checkbox"/> HEALTH/DENTAL SERVICES
<input checked="" type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

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GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

Court Appointed Special Advocates (CASA) of Carson City is a 501(c)(3) nonprofit organization whose mission is to support and promote court-appointed volunteer advocacy so that every abused and neglected child in the child welfare system, can be safe, establish permanence, and have the opportunity to thrive.

Description of CASA of Carson City: Carson City Court Appointed Special Advocates (CASAs) are trained volunteers who represent the best interests of children who have been removed from their homes, by the Division of Child and Family Services, due to allegations of abuse or neglect. CASA volunteers are appointed by a Judge and serve as the voice of the child in the courtroom. The CASA volunteer helps to ensure that the children are in safe, permanent and thriving environments. CASAs make independent recommendations to the court that include a child's placement, school, and emotional well-being. The volunteer remains with that child throughout the duration of a case and provides fact-based information and makes recommendations to the court while becoming a friend and source of support for the child. The CASA volunteer is oftentimes one of the only stable and caring adults that the child can turn to during a difficult time.

About National CASA: The National Court Appointed Special Advocate Association (NCASAA), to whom CASA of Carson City is beholden to maintaining proper protocol, procedure and standards, is a nonprofit membership organization which advocates for the best interests of abused and neglected children. It supports the development, growth, and continuation of programs which recruit and train volunteers to serve as court appointed special advocates for abused and neglected children in juvenile dependency proceedings. The CASA program is independent of system mandates, but works closely with the court, social workers, educational systems, therapist, attorneys, care providers, and other professionals in that child's life. The CASA volunteer works under the authority of the Juvenile Department and is supervised directly by the CASA program staff in an effort to further the child's welfare.

CASA of Carson City was incorporated in 1987 and was recognized as a nonprofit in 1999. Per NRS statute 432B.500 after a petition is filed in the Juvenile Court that a child is in need of protection pursuant to NRS 432B.490 the court shall appoint a guardian ad litem, or CASA, for the child or sibling group. That individual must not be a parent or responsible for the child's welfare, nor an attorney appointed to represent the child pursuant to NRS 432B.420. Guardian ad litem, or CASA, is appointed to represent and protect the child's best interests until excused by the court.

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The CASA program remains unique in that it recruits and trains highly qualified volunteers to represent the best interest of children. There are eight (8) operating CASA organizations in the State of Nevada that focus on providing children in foster care dedicated representation in procedural matters, advocating for permanence and stability in the home, maintaining ongoing familial relations and peer relations within their designated county or school district, and advocating for needed mental health services and medical services per the child's individual needs. CASA of Carson City works collectively with local stakeholders and other agencies in the support of reunifying children and their parents in the child welfare process. CASA of Carson City is committed to empowering and strengthening families.

The challenge faced is the ongoing recruitment and the ability to offer quality, comprehensive training to potential volunteers. If awarded, the grant funds will be directed to expanding volunteer recruitment and training efforts across the greater Carson City area in order to increase the number of volunteers available to serve children. Since CASA services depend on volunteers, expanding recruitment and training is essential to increasing the number of children served. To facilitate this recruitment, funds will be utilized to support the salary of one full-time Executive Director who oversees recruitment, daily operations, case management of volunteer advocates and community outreach and education. Funds will also be utilized to purchase necessary computer equipment to facilitate the use of the newly implemented volunteer and data management program OPTIMA/Event Solutions that has been awarded to the Nevada CASA programs by the Administrative Office of the Courts (AOC) – Court Improvement Program, Nevada.

Lastly, should grant funds be awarded, CASA maintains its position in that children need to feel supported and empowered during their time in foster care. To do that, CASA maintains a strong position in that “kids should be kids” and have access to regular childhood activities. CASA is able to facilitate payment of purchasing clothing items (this supports the Foster Kids Closet, housed in the CASA office), school supplies, shoes, and extracurricular activities (sports, creativity classes – art/writing, horseback riding lessons, swimming lessons etc.)

This is an ongoing continuation project. Over the past five (5) fiscal years CASA of Carson City was awarded \$25,000 from the CSSG grant. CSSG funding provided the following advocacy to children in child welfare cases:

FY15-16	105 Children served
FY16-17	128 Children served
FY17-18	103 Children served
FY18-19	146 Children served
FY19-20	As of October 23, 2020 97 Children actively being served
	As of October 23, 2020 42 Children served with now closed cases

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PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

An estimated 1 in 4 children experience some form of child abuse or neglect in their lifetime. Left untreated, these children will struggle with ongoing violence in the home, depression and suicidal ideation, altercations at school, generational substance abuse and lack of self-esteem. Per the 2018 and 2019 Kids Count Data Book – State Trends in Child Well-Being presented by the Annie E. Casey Foundation, and the Children’s Advocacy Alliance (CAA) Nevada Children’s Report Card, Nevada has ranked overall at a D minus in Health, Safety, Education and Economic Well-Being.

The number of children residing in Nevada in 1990 – 316,406. The number of children residing in Nevada in 2017 – 685,463. That is a 117% increase. (Source: Centers for Disease Control and Prevention, National Center for Health Statistics Bridged-Race Population Estimates.) Nevada is heavily recognized as a transient state with booms in development, transplants from neighboring states and the fact that we are a 24-hour operational/entertainment state puts an undue amount of stress on already non-existent resources as families falter in providing educational, medical and mental health care and support. Children many times, as jobs ebb and flow, are moved from their local communities, schools and friends and support systems. As families become limited on resources, a sharp rise is seen in the beginnings of child neglect. By the time the abuse is noted by professionals, children have experienced domestic violence, physical abuse and emotional abuse.

At present, our state has too few CASA volunteers who are trained and empowered to advocate for children in the child welfare system. With the severe budget cuts looming in our COVID era, local CASA programs have been forced to cut back on training staff. As a result, interested volunteers often have to wait several months for the next pre-service training despite the urgent and immediate need for volunteers; some of these volunteers choose to move on to other organizations that can put them to work right away. For current volunteers, these cutbacks impact the availability of the required continuing education classes that they must complete each year.

The purpose of CASA of Carson City is to recruit, train and supervise volunteers who are empowered by the courts to provide best interest advocacy for young people in the child welfare system. National research shows that children with a court appointed special advocate (CASA) volunteer are *half as likely* to languish in foster care and that much more likely to find safe permanent homes than children who do not have a CASA volunteer. CASA volunteers are specially trained to know how to understand the needs of each child and then advocate for those needs in the court system. For many abused children, their CASA volunteer is the one reliable adult presence in their lives.

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GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

CASA of Carson City's overarching vision is that all children dream, thrive and grow with a sense of belonging and empowerment to build a successful future. The CASA's ultimate goal is to move the child out of temporary placement, usually the foster care system, into a safe and permanent home. This could mean return to the parent's care, adoption, the appointment of a legal guardian, emancipation, an independent living environment or some other permanent living arrangement that satisfies the Court and fulfills the child's needs.

In order to facilitate this vision, CASA of Carson City's Executive Director will implement the "*I Am For The Child*" campaign as directed by National CASA. Representing a combined effort of CASA programs around the country, this campaign will build a movement aimed at improving outcomes for ALL children in the child welfare system. The "*I Am For The Child*" Campaign will make children a priority, influence public policy, inspire new volunteers and raise critically needed funds.

CASA of Carson City will in turn build our network's capacity to serve older youth by implementing the "*Fostering Futures*" program from National CASA. This new program provides specialized training and support that enables CASA volunteers to provide the advocacy that older youth need to successfully transition from the child welfare system to independent living.

Project Objectives:

1. Executive Director, Melanie McCormick will undergo training for the "*I Am For The Child*" campaign offered by National CASA. This will ensure timely and relevant training opportunities for new and continuing CASA volunteers and assist with recruitment.

A secondary focus will be upon expanding recruitment of African American, Hispanic/Latino, American Indian and male volunteers so that our volunteer base better reflects the diversity, cultural, and gender makeup of children in the child welfare system.

2. The "*Fostering Futures*" program, developed by the National CASA Association, recognizes the plight of older youth who leave the child welfare system with seriously inadequate support systems or plans in place. "*Fostering Futures*" provides a framework for CASA volunteers to guide these older youth through intensive goal setting and planning for emancipation. Through "*Fostering Futures*", CASA volunteers help to identify support systems as well as gaps that youth need to address in order to be successful when they leave the child welfare system.

This will be completed by Executive Director, Melanie McCormick completing the "*Fostering Futures*" Training of Facilitators course in order to learn more about the "*Fostering Futures*" curriculum and how to train volunteers. This training will then be delivered to volunteers within CASA of Carson City that are representing older youth.

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METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

The CASA volunteer's role is one of reporter to the Court and that of impartial observer, conducting the investigation as the Judge would if time permitted. The volunteer is not entitled to present a case, call witnesses, examine or cross-examine witnesses. His/her role is to function as investigator and monitor, working directly for the Judge. The CASA volunteer submits a written report to the Court and may testify if called as a witness. In order to do this, the CASA must investigate the facts of the case, recommend a course of action to the Court, facilitate the resolution of problems and monitor progress toward established goals.

The activities of the CASA of Carson City program include: 1) Enabling the Executive Director to deploy timely volunteer pre-service trainings, continuing education and training of facilitator sessions. The ED will also assist at a community and state level in working with local stakeholders to expand volunteer recruitment and recognition; 2) Implementing the "*I Am For The Child*" campaign working with other CASA organizations in the state of Nevada for a cohesive, streamlined State directive and; 3) Implementing the "*Fostering Futures*" program in order to improve service outcomes for older youth.

Activity 1 relates to CASA of Carson City increasing their efforts to offer the mandatory 30-hour pre-service training for CASA volunteers covering topics such as the child welfare system, cultural awareness and sensitivity, the legal system, courtroom procedures, social services, court report writing, record keeping, special needs of abused and neglected children, substance abuse, early childhood development, adolescent behavior, and mediation skills. During the training, volunteers review case studies that focus on issues such as domestic violence, abuse and neglect, mental health issues, school issues, older youth in child welfare, sibling contact, and inequality based on race.

Activity 2 showcases that with the combined effort of National CASA and all the local Nevada CASAs the "*I Am For The Child*" campaign will focus on building a movement aimed at improving outcomes for ALL abused and neglected children in the child welfare system; by the end of year 2021 CASA of Carson City is committed to ensuring that each child in need has a CASA volunteer.

Activity 3 enables CASA volunteers to recognize that advocating for older youth within the child welfare system is different than advocating for young children. While the CASA volunteers advocating for older youth carry out the same primary activities as those working with younger children (assessment, facilitation, advocacy and monitoring), advocacy for youth demands a different skill-set. For older youth, the focus is self-sufficiency and achieving permanence for the youth—not always in a home with a family but having a network of support around a young person that allows him or her to establish permanence.

Thus, the goals of advocacy shift to ensuring that resources and services are in place for children to thrive and be successful per educated recommendations to the Court by the appointed CASA.

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**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

CASA of Carson City will be able to fully evaluate the program's success with objective measures and statistical data.

First, objectively, CASA of Carson City is mandated to report to the Nevada State CASA Office and that of National CASA bi-annually:

- Case numbers
- Age/Sex of each child
- Demographics
- Types of abuse
- Permanent placement (Adoption, guardianship, reunification)
- Volunteer recruitment/training

As the program tracks and collects varying demographics on all child welfare cases to which CASA is appointed and to which CASA has not appointed an advocate, by utilizing the OPTIMA program, details can be shared with stakeholders summarizing the findings on a quarterly, bi-annually and annual basis while maintaining the confidentiality and integrity of the findings.

Secondly, CASA of Carson City must maintain in good standing with that of National CASA and adhere to the updated 2020 Standards for Local Programs; with a focus on guiding principles, ethical conduct and confidentiality, governance and administration, management and funding, volunteer administration, public education and engagement, and data and records.

The Executive Director compiles all data reports that must be submitted quarterly, bi-annually and annually to the Nevada State office and that of National CASA.

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SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

CASA of Carson City has been in operation since 1987 and became a fully independent 501(c)(3) in 1999. In March of 2011 the 1ST Judicial District Court in Carson City found the work of CASA Advocates in both child welfare dependency cases and high conflict divorce/separation custody disputes an essential component in the Court's overall effort to serve children and families in Carson City. The 1ST Judicial District Court recognizes that Carson City does not have a county agency or department who is responsible for providing CASA advocates. In 2010 the 1ST Judicial District Court allocated regular ongoing funding for the continued operation of the CASA program.

CASA of Carson City has continued to seek out ongoing funding sources from federal grants allocated by National CASA, organizational fundraising events and continued community involvement in raising awareness of the ongoing need of children in foster care.

Funding from the Carson City CSSG program will enable to CASA to create an even stronger foundation of accredited, educational services empowering CASAs to advocate fiercely and effectively for the needs of children in child welfare. Education is a critical component of arming the volunteers for court advocacy.

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

CASA of Carson City continues a strong and present engagement with other agencies in Carson City. CASA of Carson City maintains a formal Memorandum of Understanding (MOU) with the 1ST Judicial District Juvenile Court appointing highly trained and qualified volunteer advocates to represent children in child welfare cases. CASA ensures to the Juvenile Court that volunteers will be trained effectively to fulfill their role as Court Appointed Special Advocates, ensuring that CASA volunteers are provided with trained supervision and consultation in the role of the Executive Director, and that when children are referred to the CASA program that CASA will fulfill their role as the volunteer advocate and that the program will appoint CASAs promptly.

CASA of Carson City also coordinates informally with the Division of Child and Family Services, Ron Wood Family Resource Center, Juvenile Probation, the Carson City Sheriff's Office, Partnership Carson City, Carson City School District and Carson City Health and Human Services.

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PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)

Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title:	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
Personnel	\$22,000	\$23,500	\$45,500
Supplies/Operating	\$3,000	\$1000	\$4000
Program Support of CASA Cases	\$7,000	\$18,000	\$25,000
Equipment	\$3,000	\$0	\$3,000
TOTALS	\$35,000	\$42,500	\$77,500

Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	The office of CASA of Carson City at 1539 E. 5TH Street, Carson City, NV 89701 is supplied by the City of Carson City rent free. The projected monthly cost if CASA was to pay for a building of this size would be \$2500 monthly.
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	

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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
48% of Executive Director's salary for 1 year. (Personnel)	\$45,500 salary 48% \$22,000 (rounded)	Executive Director maintains oversight of all day-to-day operations, recruitment and training of CASA volunteers, management of funding, and community awareness.
"I Am For The Child" Campaign Training materials (Supplies/Operating)	\$3,000 50% \$1,500	Focus on building a movement aimed at improving outcomes for all abused and neglected children in the child welfare system; by the end of year 2021 CASA of Carson City is committed to ensuring that each child in need has a CASA volunteer.
"Fostering Futures" Training materials/manual (Supplies/Operating)	\$3,000 50% \$1,500	Provides a framework for CASA volunteers to guide older youth through intensive goal setting and planning for emancipation. Through "Fostering Futures", CASA volunteers help to identify support systems as well as gaps that youth need to address in order to be successful when they leave the child welfare system.
Equipment Monitor, Tower, and computer peripheries \$1,000 x 3	\$3,000	Proper computer equipment to establish workstations for youth and volunteers.
CASA - Foster Kid's Closet (Program Support of CASA Cases)	\$7,000	Public outreach program for youth in foster care to maintain quality of life – clothing, shoes, school supplies, toiletries

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AGENCY INFORMATION

Date of incorporation	June 1, 1987
Date of IRS certification	March 15, 1999
Tax exempt number	31-1624090
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	078016339

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statements and Balance Sheets for prior 3 years	✓
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION	
8	Funding commitment letters and/or letters of support (if applicable)	

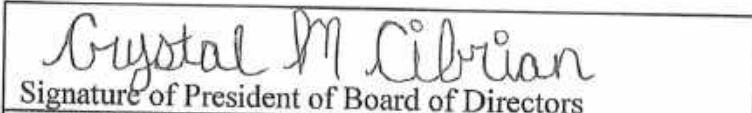
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CERTIFICATION

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	10/22/2020 Date
Melanie McCormick Executive Director Typed Name and Title of Authorized Official	(775) 291-7069 Phone Number

 Signature of President of Board of Directors	10/23/2020 Date
Crystal Madera Cibrian, Board President Typed Name of President of Board of Directors	(775) 721-6750 Phone Number

ATTACHMENT 1

ATTACHMENT 1

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

DEPARTMENT OF THE TREASURY

Date: MAR 15 1999

CASA OF CARSON CITY INC
~~111 N CURRY ST~~ 1539 E. FIFTH ST
CARSON CITY, NV 89703 89704

Employer Identification Number:
31-1624090
DLN:
17053318763028
Contact Person:
THOMAS E O'BRIEN ID# 31187
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
December 3, 1997
Advance Ruling Period Ends:
December 31, 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)

CASA OF CARSON CITY INC

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. 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.

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. Because you will be treated as a public charity for return filing purposes during your entire advance ruling period, you should file Form 990 for each year in your advance ruling period that you exceed the \$25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

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CASA OF CARSON CITY INC

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged 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 are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day for each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

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.

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.

Letter 1045 (DO/CG)

CASA OF CARSON CITY INC

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

Sincerely yours,

C. Ashley Bullock

District Director

Enclosure(s):
Form 872-C

Letter 1045 (DO/CG)

ATTACHMENT 2

ATTACHMENT 2

ENTITY INFORMATION

ENTITY INFORMATION

Entity Name:

CASA OF CARSON CITY, INC.

Entity Number:

C26922-1997

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

12/03/1997

NV Business ID:

NV19971337396

Termination Date:

Perpetual

Annual Report Due Date:

12/31/2020

Solicits Charitable Contribution:

Yes

REGISTERED AGENT INFORMATION

Name of Individual or Legal Entity:

CRYSTAL MADERA-CIBRIAN

Status:

Active

CRA Agent Entity Type:

Registered Agent Type:

Non-Commercial Registered Agent

NV Business ID:

Office or Position:

Jurisdiction:

Street Address:

1539 E FIFTH ST, CARSON CITY, NV, 89701, USA

Mailing Address:

138 CREEKSIDE DR, DAYTON, NV, 89403, USA

Individual with Authority to Act:

Fictitious Website or Domain Name:

OFFICER INFORMATION

VIEW HISTORICAL DATA

Title	Name	Address	Last Updated	Status
Secretary	BRET FISHER	1539 E. FIFTH ST, CARSON CITY, NV, 89701, USA	12/17/2018	Active
President	CRYSTAL MADERA-CIBRIAN	1539 E FIFTH ST, CARSON CITY, NV, 89701, USA	11/22/2017	Active
Director	MELANIE MCCORMICK	1539 E FIFTH ST, CARSON CITY, NV, 89701, USA	11/22/2017	Active

CURRENT SHARES

Class/Series	Type	Share Number	Value
---------------------	-------------	---------------------	--------------

No records to view.

Number of No Par Value Shares:

0

Total Authorized Capital:

[Filing History](#)

[Name History](#)

[Mergers/Conversions](#)

[Return to Search](#)

[Return to Results](#)

ATTACHMENT 3

ATTACHMENT 3

**COURT APPOINTED SPECIAL ADVOCATES (CASA)
Organization Chart 2020-2021**

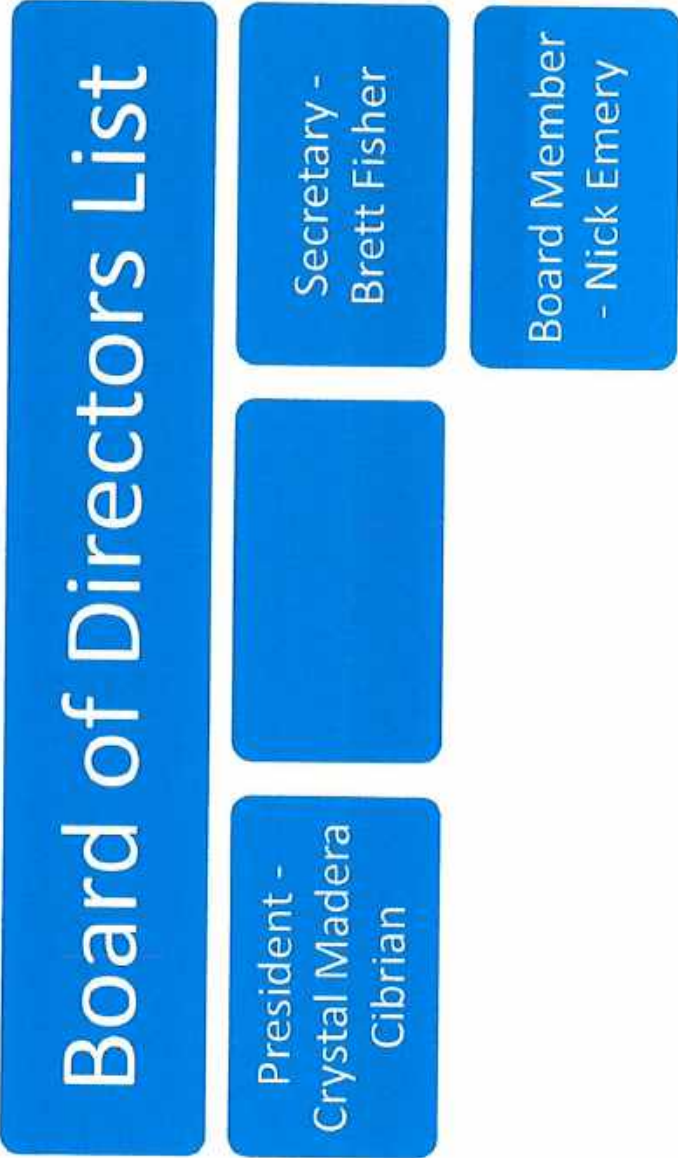
Staff Members

Executive Director – Melanie McCormick

ATTACHMENT 4

ATTACHMENT 4

**COURT APPOINTED SPECIAL ADVOCATES (CASA)
Organization Chart 2020-2021**



CASA of Carson City



Lift up a child's voice.
A child's life.™

Board of Directors

2020

Crystal Cibrian-Madera

Board President

Business Process Analyst

State of Nevada Health and Human Services Department

Carson City, NV

ccibriancasacc@outlook.com

(775) 721-6750

Brett Fisher

Board Secretary

Nevada Department of Tourism and Cultural Affairs

Carson City, NV

dagwood92@gmail.com

(775) 443-5077

Nick Emery

Pastor

Hope Crossing Community Church

Carson City, NV

nickemery@me.com

(775) 445-9599

ATTACHMENT 5

ATTACHMENT 5

Short Form Return of Organization Exempt From Income Tax

OMB No. 1545-1160

2018

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.

▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.

Department of the Treasury
Internal Revenue Service

Open to Public
Inspection

A For the 2018 calendar year, or tax year beginning JUL 1, 2018 and ending JUN 30, 2019

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 <p style="text-align: center;">CASA OF CARSON CITY</p> Number and street (or P.O. box, if mail is not delivered to street address) Room/suite <p style="text-align: center;">1539 EAST FIFTH STREET</p> City or town, state or province, country, and ZIP or foreign postal code <p style="text-align: center;">CARSON CITY, NV 89701</p>	D Employer identification number <p style="text-align: center;">31-1624090</p> E Telephone number <p style="text-align: center;">775-882-6776</p> F Group Exemption Number ▶
--	---	---

G Accounting Method: Cash Accrual Other (specify) ▶ _____

I Website: ▶ N/A

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 501(C)(3)

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)) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ 99,504.

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		
	2 Program service revenue including government fees and contracts	2	73,223.	
	3 Membership dues and assessments	3		
	4 Investment income	4	SEE SCHEDULE O	6,280.
	5a Gross amount from sale of assets other than inventory	5a	20,000.	
	b Less: cost or other basis and sales expenses	5b	17,856.	
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c		2,144.
	6 Gaming and fundraising events:			
	a Gross income from gaming (attach Schedule G if greater than \$15,000)	6a		
	b Gross income from fundraising events (not including \$ _____ 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		
c Less: direct expenses from gaming and fundraising events	6c			
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d			
7a Gross sales of inventory, less returns and allowances	7a			
b Less: cost of goods sold	7b			
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c			
8 Other revenue (describe in Schedule O)	8	SEE SCHEDULE O		1.
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9			81,648.
Expenses	10 Grants and similar amounts paid (list in Schedule O)	10		
	11 Benefits paid to or for members	11		
	12 Salaries, other compensation, and employee benefits	12	53,099.	
	13 Professional fees and other payments to independent contractors	13	5,754.	
	14 Occupancy, rent, utilities, and maintenance	14	SEE SCHEDULE O	492.
	15 Printing, publications, postage, and shipping	15		
	16 Other expenses (describe in Schedule O)	16	SEE SCHEDULE O	41,095.
17 Total expenses. Add lines 10 through 16	17			100,440.
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18		-18,792.
	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		122,550.
	20 Other changes in net assets or fund balances (explain in Schedule O)	20		0.
	21 Net assets or fund balances at end of year. Combine lines 18 through 20	21		

LHA For Paperwork Reduction Act Notice, see the separate instructions.

Form **990-EZ** (2018)

ATTACHMENT 6

ATTACHMENT 6

CASA of Carson City

PROFIT AND LOSS

January - December 2019

	TOTAL
Income	
4031 Donations Income	63,910.77
4500 Gain/Loss on Sale of Inv	1,168.26
4510 Investment income - Dividends	3,254.74
4550 Investment Cap Gain	3,025.39
CSSG Grant	7,000.00
National CASA Grant	6,400.00
Total Income	\$84,759.16
GROSS PROFIT	\$84,759.16
Expenses	
6020 Advertising	1,941.06
6060 Bank Service Charges	2.50
6220 Dues and Subscriptions	387.99
6240 Equipment Rental	814.28
6380 Insurance	
6384 Liability Insurance	2,757.00
Total 6380 Insurance	2,757.00
6450 Internet Access	1,609.92
6525 Meals & Entertainment	1,463.35
6550 Office Expense	624.46
6560 Payroll Expenses	
6383 Officers Health Ins Expense	1,523.82
6565 Gross Wages Expense	45,520.00
6568 Payroll Processing Fees Expense	942.50
Total 6560 Payroll Expenses	47,986.32
6580 Payroll Tax Expense	
6581 FICA Expense	3,482.28
Total 6580 Payroll Tax Expense	3,482.28
6610 Postage and Delivery	204.42
6641 Accounting	4,617.50
6670 Program Support of CASA Cases	17,347.29
6671 Program Costs Community Events	3,186.97
6770 Supplies	
6771 Computer Equipment under \$1,000	114.56
6774 Office	1,797.62
Total 6770 Supplies	1,912.18
6880 Telephone	2,661.70

CASA of Carson City

PROFIT AND LOSS

January - December 2019

	TOTAL
6900 Travel & Ent	
6904 Meals	825.00
6906 Travel	662.75
Total 6900 Travel & Ent	1,487.75
6930 Training	620.00
6998 Misc. Expenses	500.00
Officers Health Ins Expense	249.44
Penalty Tax IRS	2,855.61
Total Expenses	\$96,712.02
NET OPERATING INCOME	\$-11,952.86
Other Income	
7900 Interest Income - Bank	0.55
Total Other Income	\$0.55
NET OTHER INCOME	\$0.55
NET INCOME	\$-11,952.31

CASA of Carson City

PROFIT AND LOSS

January - December 2018

	TOTAL
Income	
4031 Donations Income	90,706.34
4500 Gain/Loss on Sale of Inv	3,844.77
4510 Investment income - Dividends	3,359.36
4550 Investment Cap Gain	3,400.58
Total Income	\$101,311.05
GROSS PROFIT	\$101,311.05
Expenses	
6020 Advertising	2,504.14
6050 Investment Fees	144.10
6060 Bank Service Charges	15.00
6190 Contract Labor	2,249.40
6200 Depreciation Expense	492.00
6220 Dues and Subscriptions	383.99
6240 Equipment Rental	247.38
6380 Insurance	1,109.00
6384 Liability Insurance	2,816.00
Total 6380 Insurance	3,925.00
6450 Internet Access	1,144.57
6500 Licenses and Permits	50.00
6525 Meals & Entertainment	999.86
6550 Office Expense	3,014.75
6560 Payroll Expenses	
6565 Gross Wages Expense	54,339.00
6568 Payroll Processing Fees Expense	977.50
6569 Worker's Comp Insurance Expense	1,054.00
Total 6560 Payroll Expenses	56,370.50
6580 Payroll Tax Expense	
6581 FICA Expense	4,141.64
Total 6580 Payroll Tax Expense	4,141.64
6610 Postage and Delivery	237.29
6641 Accounting	6,241.35
6670 Program Support of CASA Cases	14,846.75
6671 Program Costs Community Events	1,298.15
6770 Supplies	
6772 Marketing	998.21
6774 Office	1,252.84
Total 6770 Supplies	2,251.05
6880 Telephone	3,962.36

CASA of Carson City

PROFIT AND LOSS

January - December 2018

	TOTAL
6900 Travel & Ent	
6904 Meals	196.33
6906 Travel	3,866.56
Total 6900 Travel & Ent	4,062.89
6930 Training	3,041.95
Total Expenses	\$111,624.12
NET OPERATING INCOME	\$-10,313.07
Other Income	
7900 Interest Income - Bank	1.29
Total Other Income	\$1.29
NET OTHER INCOME	\$1.29
NET INCOME	\$-10,311.78

CASA of Carson City

PROFIT AND LOSS

January - December 2017

	TOTAL
Income	
4031 Donations Income	88,511.02
4500 Gain/Loss on Sale of Inv	5,865.88
4550 Investment Cap Gain	1,478.44
Total Income	\$95,855.34
GROSS PROFIT	\$95,855.34
Expenses	
6020 Advertising	3,390.96
6060 Bank Service Charges	85.34
6190 Contract Labor	3,687.83
6220 Dues and Subscriptions	346.01
6380 Insurance	
6384 Liability Insurance	2,816.00
Total 6380 Insurance	2,816.00
6450 Internet Access	322.80
6500 Licenses and Permits	160.00
6525 Meals & Entertainment	444.00
6526 Vol. Apprec. Dinner	2,226.07
6550 Office Expense	2,108.97
6560 Payroll Expenses	
6383 Officers Health Ins Expense	1,000.00
6565 Gross Wages Expense	55,591.74
6568 Payroll Processing Fees Expense	1,636.75
6569 Worker's Comp Insurance Expense	768.00
Total 6560 Payroll Expenses	58,996.49
6580 Payroll Tax Expense	
6581 FICA Expense	-3,852.60
Total 6580 Payroll Tax Expense	-3,852.60
6610 Postage and Delivery	10.60
6640 Professional Fees	
6645 Legal Fees	1,050.00
Total 6640 Professional Fees	1,050.00
6641 Accounting	7,258.45
6670 Program Support of CASA Cases	10,899.70
6671 Program Costs Community Events	3,141.60
6770 Supplies	
6771 Computer Equipment under \$1,000	1,510.99
6772 Marketing	711.56
6774 Office	1,650.55
Total 6770 Supplies	3,873.10

CASA of Carson City

PROFIT AND LOSS

January - December 2017

	TOTAL
6880 Telephone	4,987.34
6930 Training	3,629.56
6999 Uncategorized Expenses	147.47
Total Expenses	\$105,729.69
NET OPERATING INCOME	\$-9,874.35
Other Income	
7900 Interest Income - Bank	0.60
Total Other Income	\$0.60
NET OTHER INCOME	\$0.60
NET INCOME	\$-9,873.75

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT
- CURRENTLY FUNDED APPLICANT (AMOUNT \$ 7,500.00)

APPLICANT INFORMATION

Agency Name: Friends In Service Helping	
Agency Mailing Address: 138 E. Long Street, Carson City, NV, 89706	
Project Name: Emergency Dental Assistance Program	
Project Address/Location: 138 E. Long Street, Carson City, NV, 89706	
Contact Person: Jim Peckham Executive Director	
Phone Number: 775-882-3474	Email: Jim@nvfish.com
Fax: 884-0308	Website (if applicable): www.Nvfish.com

FISCAL MANAGER

Name:	Jim Peckham
Title:	Executive Director
Phone number:	775-882-3474x101
Email:	Jim@nvfish.com

PROJECT FUNDING

Requested amount	\$7,500
Other funding for the same project	n/a
Total project cost	\$7,500

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input type="checkbox"/> SENIOR CITIZEN SERVICES	<input checked="" type="checkbox"/> HEALTH/DENTAL SERVICES
<input type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

Friends In Service Helping (FISH) is a local Carson City Non-profit that has served the community for more than 40 years. FISH provides food, instruction, shelter, and healthcare to Carson City's unemployed, low-income, and homeless families. It is the goal of this agency to assist the community in meeting their basic needs so they can become self-sufficient.

FISH's Emergency Dental Program has served 151 adults in the last 5 years. The purpose of this program is to assist uninsured or underinsured Carson City residents who need emergency dental services. The most common dental need we fill is extractions of abscessed teeth. We have also had the pleasure of assisting a few individuals with getting partial dentures to be able to eat again. Clients are seen by our Ross Clinic doctors who prescribe antibiotics if an infection is present then refer them to our Emergency Dental Program. FISH then works with local dentists who are willing to provide a discounted rate to our clients so we are able to stretch CSSG monies and serve more community members. It is common for clients to contribute to the cost of the care plan so FISH is not solely responsible.

Dental care is a significant unmet need for low-income adults in our community. Our program provides improved health and quality of life for our clients. FISH partners with over 100 local agencies who refer to our dental program. There are youth dental programs in Carson City but assistance for adults is rare. Without FISH's Emergency Dental Program Carson City only has fee for service dental care; which leaves emergency rooms held responsible for addressing the inevitable infections associated with poor oral health.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

In the past five years FISH has assisted over 150 Carson City residents who were experiencing oral pain and in need of emergency dental assistance. What we have learned from serving these individuals is how impactful tooth and oral pain is on a person's day to day life. Clients have reported experiencing unrelenting pain, irritability, lack of sleep, missed work, and trouble eating. These consequences affect not only the client but their family members, employers, and other community members. Carson City currently has several dental assistance programs for children but not adults. Senior citizens who are on fixed incomes are especially at risk of needing emergency dental services. Medicare does not cover routine dental care such as cleanings, x-rays, extractions, or dentures.

71% of the population FISH serves, or 4,609 community members, are under the 150% poverty level and struggle to afford emergency dental care. The inability to pay can cause individuals to wait to address their oral healthcare needs which can lead to further issues such as gum infection, abscessed teeth, and heart disease (Penn Medicine, 2019).

Continued funding for FISH's Emergency Dental Program will help community members access the healthcare they need and encourage them to address oral health issues before they become more serious. This program will also help to divert individuals who commonly use the emergency room for oral pain. Freeing up the emergency room for true emergencies will allow for shorter wait times as well as reduce the financial burden to the community and client.

The Link Between Gum Disease and Heart Disease – Penn Medicine. (2019, March 3). Retrieved October 20, 2020, from <https://www.pennmedicine.org/updates/blogs/heart-and-vascular-blog/2019/march/gum-disease-and-heart-disease>

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

Goal 1

Reduce the burden of tooth pain for Carson City residents who are unable to afford costs associated with emergency dental care.

Objectives

1. Have client meet with Ross Clinic doctor to assess for infection and prescribe and pay for antibiotics if needed.
2. Determine eligibility for program.
3. Schedule appointment (within 1 week) with local dentist to assess and remove tooth if necessary.
4. Serve approximately 150 to 200 Carson City uninsured residents.

Goal 2

Reduce the amount of uninsured Carson City residents utilizing the Emergency Room for oral pain.

Objectives

1. Inform community members and agencies of FISH's Emergency Dental Program.
2. Divert clients seen in the Ross Clinic to our dental program instead of the Emergency Room.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

FISH's Emergency Dental Program provides the client with direct access to care. If the issue is that uninsured Carson City residents cannot afford emergency dental care, then it is the goal of our program to provide care and cover the costs associated with that care. By evaluating clients in our medical clinic, we ensure that the individual's medical needs are addressed before receiving dental care. We eliminate some of the barriers clients face when obtaining dental care such as scheduling the appointment, getting prescriptions and paying for services.

We have chosen this method to address the issue so the client can be free from pain and get back to normalcy. Once the client is in better physical health FISH is more likely to be able to influence the client to better prepare for such emergencies. Case management is more effective when the client has his/her basic needs met.

Overall the methods chosen will decrease the amount of people entering the ER for oral tooth pain. By informing community members and partners of this program we can divert such clients from the ER to our facility and get them the care they need.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

Evaluation of the program objectives will be conducted by the Client Services Manager. Reception will keep record of applications, scheduled appointments, and billed services. A spreadsheet that is available to the Receptionist, Client Services Manager, and Bookkeeper details appointments, client information, and transaction dates. Each quarter the Client Services Manager will calculate how many clients have been served and if there were any no call no shows. Communication with the dental office will help us to determine the effectiveness of the program as well as client self-reporting. We will know the program is working based on client reports of pain relief and evaluating records of clients treated.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

FISH proactively solicits new sources of funding for all its services. 90% of our revenue comes from the community by way of FISH thrift store sales, fundraisers, donations and grants. This program is currently offered for as long as funds are available. If this funding source was no longer an option we would solicit funding from another grant program, foundation, or fundraising event.

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

FISH coordinates with local dentists and draws up a memorandum of understanding that outlines the Dentist's requirements and agreed upon fees. Dental offices will also educate clients on good oral hygiene and FISH's Intake and Referral Specialists work with clients to see if obtaining insurance is possible.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)
Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title: Emergency Dental Program	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
Direct Dental Services	7,500.00		7,500.00
TOTALS	7,500.00		7,500.00

Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	N/A
Please provide the value of the subsidy (s) listed above. If more than one, please	N/A

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

identify each amount separately.	
----------------------------------	--

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
Direct Dental Services	7,500.00	Expenses directly to dentists; fee for services rendered.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

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AGENCY INFORMATION

Date of incorporation	May 1979
Date of IRS certification	Oct 23, 2014
Tax exempt number	94-2590904
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	167-2666 26

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	
6	Profit and Loss Statements and Balance Sheets for prior 3 years	
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY’S SAM REGISTRATION	
8	Funding commitment letters and/or letters of support (if applicable)	

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

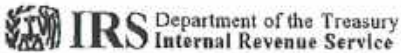
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CERTIFICATION

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.

	10/23/2020 Date
Alivia Flewellen Client Services Manager	775-882-3474 Phone Number

	Date 10/23/2020
Jim Peckham Executive Director	775-882-3474 Phone Number



P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248360116
Nov. 03, 2014 LTR 4168C 0
94-2590904 000000 00

00016888
BODC: TE

FRIENDS IN SERVICE
HELPING-EMERGENCY REFERRAL SERVICE
138 E LONG ST
CARSON CITY NV 89706



033371

Employer Identification Number: 94-2590904
Person to Contact: Ms. Harper
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Oct. 23, 2014, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in October 1979.

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.

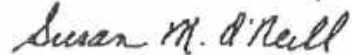
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248360116
Nov. 03, 2014 LTR 4168C 0
94-2590904 000000 00
00016889

FRIENDS IN SERVICE
HELPING-EMERGENCY REFERRAL SERVICE
138 E LONG ST
CARSON CITY NV 89706

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

Sincerely yours,



Susan M. O'Neill, Department Mgr.
Accounts Management Operations


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

MAY 1 1979

WILL BRADSHAW, SECRETARY OF STATE

Organization Fee: \$1.00
By: The Fish Emergency Referral
Services Program
Stewart Community Baptist Church
Mark Twain Avenue & Snyder
Avenue
Stewart, Nevada 89437

ARTICLES OF INCORPORATION


2361-79 THE FISH EMERGENCY REFERRAL SERVICES PROGRAM

KNOW ALL MEN BY THESE PRESENTS

That, we the undersigned have this day voluntarily associated ourselves together for the purpose of forming a non-profit corporation for eleemosynary activities under the laws of the State of Nevada, specifically Nevada Revised Statutes 81.290 - 81.340, and to that end, we do hereby certify:

FIRST: The name of the corporation is

THE FISH EMERGENCY REFERRAL SERVICES PROGRAM

SECOND: The location of the principal office of this corporation within the State of Nevada is the Stewart Community Baptist Church, Mark Twain Avenue and Snyder Avenue, Stewart, Nevada 89437, in the County of Carson City, and the Resident Agent in charge thereof is David L. Anderson.

THIRD: The purposes of this non-profit corporation, organized solely for eleemosynary purposes are:

- (1) To provide free material relief and volunteer services on a short term basis to callers in Carson City when there is clearly no other agency equipped or available to handle the problem.
- (2) To make appropriate referral to callers in Carson City whose problems can be addressed by an existing agency.
- (3) To interest citizens of Nevada with the problems of transients and residents in need and to enlist their assistance in addressing these problems.

PROVIDED, HOWEVER, that no part of the activities of this corporation shall be carrying on propoganda, or otherwise attempting, to influence legislation (except as permitted from time to time under provisions of the Internal Revenue Code of 1954, including, but not limited to, Section 501 (i) of the Internal Revenue Code of 1954), and that this corporation shall not participate in, or intervene in (including publishing or distributing leaflets or statements), any political campaign on behalf of any candidate for public office.

FOURTH: The property of this corporation is irrevocably dedicated to eleemosynary purposes and no part of the net earnings or assets of this organization shall ever inure to the benefit of any trustee or officer thereof or to the benefit of any private persons. Upon the dissolution or winding up of the corporation, its assets remaining after payment of, or provision for payment of, all debts and liabilities of this corporation, shall be distributed to nonprofit fund, foundation, or corporation, to be designated by the trustees, which is organized and operated exclusively for eleemosynary, charitable or educational purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code of 1954.

FIFTH: This corporation shall have perpetual existence, if not sooner dissolved pursuant to law.

SIXTH: The trustees of this corporation shall consist of not less than three (3) nor more than (12) persons whose terms may, but need not, be concurrent.

Board members shall have demonstrated an interest in and concern for persons requiring assistance and care.

One-third of the trustees shall be elected at each annual meeting for a three year term and shall take office immediately upon the conclusion of said meeting.

A three year term may be served by any trustee and he/she may succeed themselves as the Board deems reasonable.

Any trustee of the Corporation may resign by tendering his or her resignation to the remaining trustee. He or she may be removed as a trustee, either with or without cause by the vote or written consent of a majority of the remaining trustees.

Any trustee will automatically vacate his or her position upon affirmative action of the Board when he or she removes their residence from within the Carson County and contiguous areas Region, becomes a paid employee in carrying out any program or activity directly operated by the Board, or is absent from three consecutive regular Board meetings without valid reason being reported to the secretary or another trustee.

If a vacancy shall occur among the trustees as a result of death, resignation, removal or otherwise, between annual meetings, such vacancy shall be filled by the vote or written assent of a majority of the remaining trustees or nomination by the Nominating Committee, following its procedure established thereon.

The trustees and officers of this corporation shall in no way be held personally responsible for acts done or left undone by this corporation, neither shall their private property be subject to any claim as the result of corporate action, and

should the trustees and/or officers, as a result of applicable law or otherwise, be held personally responsible for any actions taken by the corporation, or any of its agents, then the corporation shall indemnify the corporate trustees and officers for any losses resulting to them.

The names and addresses of the initial trustees are as follows:

1. David L. Anderson, P.O. Box 116, Stewart, Nevada 89437
2. Martha Felix, 3308 Baker, Carson City, Nevada 89701
3. Leah Giffin, 2737 Viking Way, Carson City, Nevada 89701
4. Ray Massa, 3418 Woodside, Carson City, Nevada 89701
5. Robert May, 813 Norrie, Carson City, Nevada 89701
6. Maria Rajz, 2204 Glen, Carson City, Nevada 89701
7. Bette Denning, 4550 South Carson, Carson City, Nevada 89701
8. Christine Shaw, 1205 E. Long, Carson City, Nevada 89701

SEVENTH: The names and addresses of the citizens of the United States signing these Articles of Incorporation are as follows:

1. David L. Anderson, P.O. Box 116, Stewart, Nevada 89437
2. Ray Massa, 3418 Woodside, Carson City, Nevada 89701
3. Maria Rajz, 2204 Glen, Carson City, Nevada 89701

IN WITNESS WHEREOF, We, the Incorporators, have hereunto
subscribed our names as of this FIRST day of MAY, 1979.

David L. Anderson

David L. Anderson

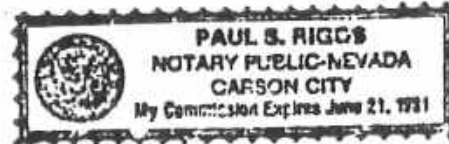
Raymond E. Massa

Ray Massa

Maria L. Rajs

Maria Rajs

STATE OF NEVADA)
CITY OF CARSON CITY) ss.



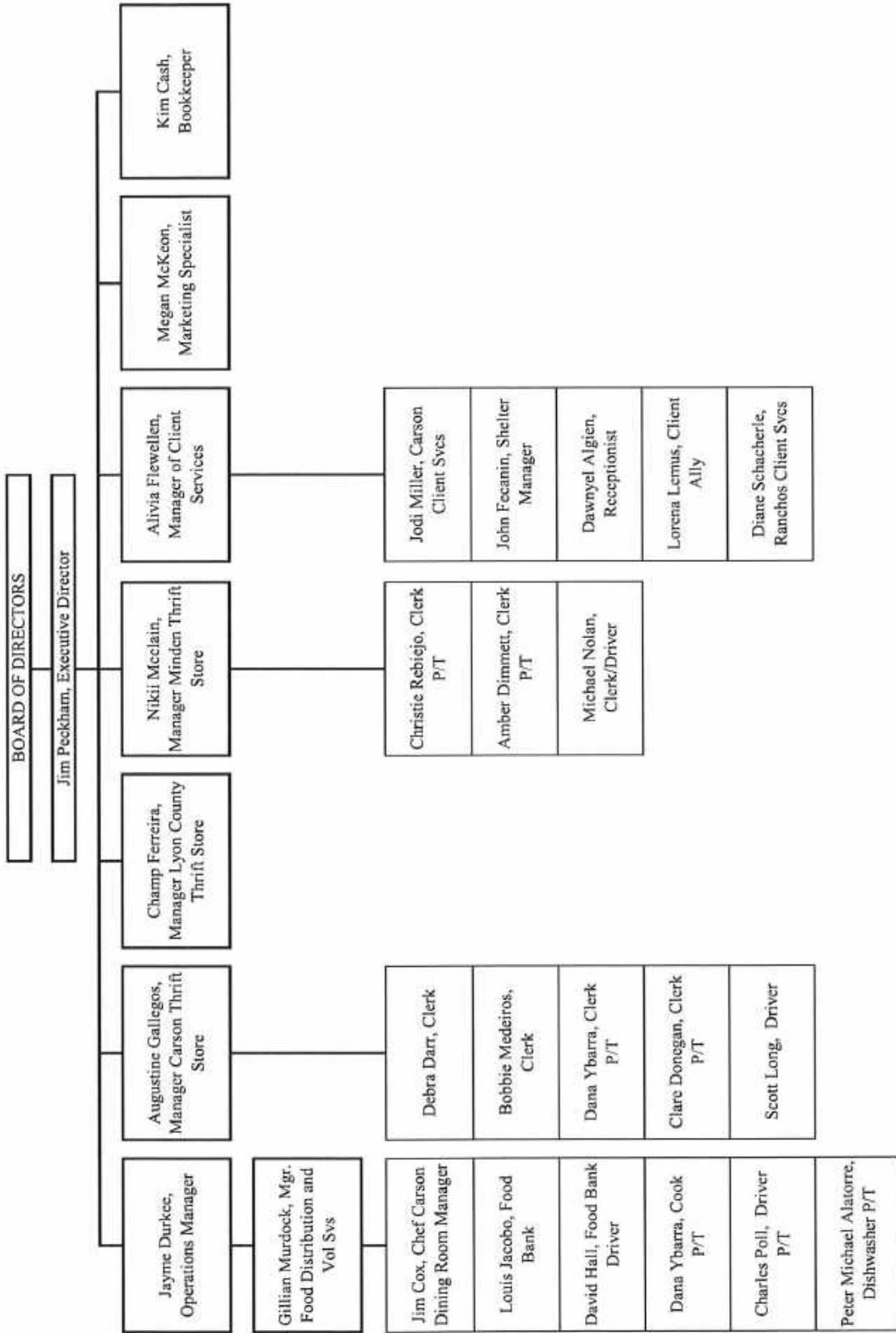
On this 1st day of May, 1979 the above named persons appeared
before me a Notary Public in and for the said County and State.
They are known to me to be the persons described and who executed
the foregoing instrument and acknowledged to me that they execu-
ted the same freely and voluntarily and for the uses and pur-
poses therein mentioned.

I hereunto set my hand and affix my official seal of the day
and here last above written.

Paul S. Riggs

Paul Riggs

FISH Organizational Chart
October 2, 2020



**The FISH Emergency Referral Services Program, Inc.
a.k.a. Friends In Service Helping (FISH)
Board of Directors Roster / July, 2020**

Valerie Cooney 2210 Ash Canyon Rd Carson City, NV 89703	Retired Attorney	Class of 2021 Chair	Cell: 775-720-9750 vcoon2@sbcglobal.net
Judi Carrichner 300 Pesaro Way Reno, NV 89521	Branch Mgr. Bank of the West	Class of 2022 Secretary Client Svc	Cell: 775-420-1499 Bus: 775-687-2550 judicarrichner@gmail.com
Bradford Harris 2754 Waterford Place Carson City, NV 89703	VP Southwest Gas Corp	Class of 2019 Treasurer Finance	Bus 775-887-2705 Cell: 760-553-0225 brad.harris@swgas.com
Barbara D'Anneo 1721 Andorra Dr. Carson City, NV 89703	Healthcare Development Retired	Class of 2019 Client Svc	Cell: 775-721-9525 Home: 775- 884-9728 bdanneo@aol.com
Greg Dye 5111 Convair Dr. Carson City, NV 89706	General Manager Briggs Electric	Class of 2021 Finance	Cell: 775-690-0021 gregdye@briggselectric.com
Doug Carlton 1701 N. Division St Carson City, NV 89703	Chief Engineer, Standards Click Bond	Class of 2021 Finance/Client Services	Cell: 775-882-3703 Bus: 775-283-4621 doug.carlton@clickbond.com
Larry Werner 1174 Casa Blanca Ct. Minden, NV 89423	Retired Engineer. City Manager	Class of 2023 Client Svc	Hm: 775-267-9439 Cell: 775-230-7237 lawerner@charter.net
Jenny Treece 1455 Buzzys Ranch Rd Carson City, NV 89701	Ad Director Carson Now	Class of 2022 Client Svc	Cell: 970-948-3062 jtreceenv@gmail.com
Selina Giesler 1811 E. College Parkway Carson City NV 89706	Relationship Banker City National Bank	Class of 2022 Finance	Bus: 775-885-1227 Cell: 775-297-5054 selina.giesler@cnb.com
Tracey McCollum 1945 Summer Star Dr. Reno, NV 89511	Nursing Director Carson Tahoe Regional Medical Center	Class of 2023 Client Svc	Bus: 775-445-8376 Cell: 530-301-2162 tracey.mccollum@carsontahoe.org

2018 Exempt Organization Business Tax Return
prepared for:

Friends In Service Helping - Emergency Referral Service
138 E. Long Street
Carson City, NV 89706

BERTRAND & ASSOCIATES, LLC
777 E Williams, Ste. 206
Carson City, NV 89701-7012

Return of Organization Exempt From Income Tax

2018

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.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2018 calendar year, or tax year beginning <u>Jul 1</u> , 2018, and ending <u>Jun 30</u> , 2019	
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 <u>Friends In Service Helping - Emergency Referral Service</u>
	D Employer identification number <u>94-2590904</u>
	E Telephone number <u>(775) 882-8446</u>
	G Gross receipts \$ <u>2,967,964.</u>
F Name and address of principal officer: <u>Jim Peckham, 138 E. Long Street, Carson City, NV 89706</u>	
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 type="checkbox"/> No If "No," attach a list. (see instructions)	
H(c) Group exemption number ▶	
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527	
J Website: ▶ <u>www.nvfish.com</u>	
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶	L Year of formation: <u>1979</u> M State of legal domicile: <u>NV</u>

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: <u>PROVIDE FOOD, CLOTHING, INSTRUCTION, HEALTH CARE AND SHELTER FOR THE NEEDY OF THE CARSON CITY NEVADA AREA.</u>		
	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	11
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	11
	5 Total number of individuals employed in calendar year 2018 (Part V, line 2a)	5	41
	6 Total number of volunteers (estimate if necessary)	6	350
	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 38	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	3,067,320.	2,123,890.
	9 Program service revenue (Part VIII, line 2g)	838,461.	808,236.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	826.	1,428.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	28,840.	34,410.
	12 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	3,935,447.	2,967,964.
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)	734,587.	807,299.
	16a Professional fundraising fees (Part IX, column (A), line 11e)		
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ <u>33,211.</u>		
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	2,385,198.	1,811,252.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	3,119,785.	2,618,551.	
19 Revenue less expenses. Subtract line 18 from line 12	815,662.	349,413.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	3,337,599.	3,551,783.
	21 Total liabilities (Part X, line 26)	236,600.	262,101.
	22 Net assets or fund balances. Subtract line 21 from line 20	3,100,999.	3,289,682.

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
	<u>Jim Peckham, Executive Director</u> Type or print name and title	

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	<u>Michael Bertrand</u>	<u>Michael Bertrand</u>	<u>09/25/2019</u>		<u>P00005669</u>
	Firm's name ▶ <u>BERTRAND & ASSOCIATES, LLC</u>	Firm's EIN ▶ <u>27-1119568</u>		Phone no. <u>(775) 882-8892</u>	
Firm's address ▶ <u>777 E Williams, Ste. 206, Carson City, NV 89701-7012</u>					

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

Friends in Service Helping-Emergency Referral Service

BUDGET VS. ACTUALS: NVFISH 2020 FYE - FY20 P&L

July 2019 - June 2020 *unaudited*

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Revenue			
414400 Gov. Grants	42,837.00	45,000.00	95.19 %
414620 Other Grants	183,500.00	120,500.00	152.28 %
418000 Donations - Money	732,526.12	550,000.00	133.19 %
418010 Donations - Food	1,143,325.55	1,200,000.00	95.28 %
418020 Donations - Other	6,600.00		
418330 Food Dist Prg - State of Nevada	184,067.25	175,000.00	105.18 %
424090 Store Sales	308,020.20	380,000.00	81.06 %
424091 Store Sales - Credit	302,627.99	396,000.00	76.42 %
424150 Store Voucher	27,081.57		
424500 Recycling	15,152.80	29,000.00	52.25 %
425100 Shelter Income	86,603.71	34,252.00	252.84 %
425130 Utility Income	2,262.48	2,530.00	89.43 %
425150 Laundry Use Income	788.23	469.00	168.07 %
426300 Miscellaneous Income	8,623.26	10,000.00	86.23 %
426310 Rebates	627.92	607.00	103.45 %
434200 Interest Income	1,174.79	900.00	130.53 %
434300 Reimbursements	404.52	1,000.00	40.45 %
434400 Rental Income	24,940.00	36,000.00	69.28 %
434500 Fundraising	21,800.24	90,000.00	24.22 %
434600 Fundraising - Auction	3,699.40		
434700 Fundraising - Raffle	2,819.00		
434800 Fundraising - Tips	13,569.00		
Total Revenue	\$3,113,051.03	\$3,071,258.00	101.36 %
GROSS PROFIT	\$3,113,051.03	\$3,071,258.00	101.36 %
Expenditures			
710100 Accounting & Professional	18,686.44	25,000.00	74.75 %
710200 Advertising	5,276.28	20,000.00	26.38 %
710450 Bank/Credit Card Error	-1.23		
710500 Bank/Credit Card Charges	8,238.94	15,000.00	54.93 %
710650 Cash (Over)/Under	-43.09		
710800 Client Services	1,391,307.93	1,400,000.00	99.38 %
710805 Client Employment Expense	2,126.11	20,000.00	10.63 %
710810 Prescription Medication	10,118.45	15,000.00	67.46 %
710850 Conf.,Conv.,& Mtgs.	105.00	600.00	17.50 %
711000 Contract Labor	402.86	5,000.00	8.06 %
711100 Dental	10,610.57	9,000.00	117.90 %
711500 Dues/Memberships/Subscriptions	1,491.48	1,000.00	149.15 %
711600 Tuition Reimbursement	5,000.00	5,000.00	100.00 %
711680 Employee-Volunt. Appreciation	4,647.03	3,000.00	154.90 %
711850 Equipment Non-Asset Purchase	5,795.40	5,000.00	115.91 %
711900 Equipment Rental	2,129.72	1,600.00	133.11 % ✓

Friends in Service Helping-Emergency Referral Service

BUDGET VS. ACTUALS: NVFISH 2020 FYE - FY20 P&L

July 2019 - June 2020 *Unaudited*

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
711950 Food Purchases	21,041.84	15,000.00	140.28 %
711960 Food Purchs. -Event(s)	7,772.14	20,000.00	38.86 %
712000 Fuel	13,316.14	15,000.00	88.77 %
712100 Fundraising Expense	9,075.12	33,000.00	27.50 %
712300 Insurance - Liability	56,403.08	35,000.00	161.15 %
712310 Workers' compensation insuranc	18,404.10	21,000.00	87.64 %
712400 Mortgage Interest Expense	12,474.60	8,209.90	151.95 %
712410 Interest Expense	75.00		
712500 Late fees	69.75		
712510 Legal Expenses	8,433.68		
712600 License, Permits, Fees	10,691.65		
712650 Maintenance - Building	8,595.62	6,000.00	143.26 %
712700 Maintenance - Equipment	1,613.44	5,000.00	32.27 %
712750 Maintenance - Vehicle	5,782.07	10,000.00	57.82 %
712780 Mileage/Travel	27.84	500.00	5.57 %
712790 Outside Services	40,582.76	11,000.00	368.93 %
712810 Supplies	17,595.53	17,000.00	103.50 %
712940 Personnel Training	806.28	1,000.00	80.63 %
712970 Postage	2,305.42	6,500.00	35.47 %
713050 Property Tax	503.10	375.00	134.16 %
713200 Rent	24,331.00	26,331.00	92.40 %
713500 Internet/Web Service	2,173.54	2,991.11	72.67 %
713600 Telephone Expense	15,321.83	15,110.14	101.40 %
713700 Utilities	11,610.32	4,865.62	238.62 %
713701 Landfill	8,973.88	6,863.88	130.74 %
713900 Power	14,612.86	23,764.41	61.49 %
713901 Gas	22,374.05	10,456.19	213.98 %
713910 Sewer	6,673.07	6,258.73	106.62 %
713920 Water	6,342.03	6,289.88	100.83 %
714000 Vehicle - License & Fees	934.00	900.00	103.78 %
714200 Wages	781,512.91	856,993.08	91.19 %
714210 Payroll Expense	79,497.72	90,015.33	88.32 %
714215 Employee Bonuses	55,610.92	71,000.00	78.33 %
714220 Paid Leave	30,211.25		
715000 Bad Debts	19,911.36		
734100 Software	1,397.00	500.00	279.40 %
Total Expenditures	\$2,782,948.79	\$2,852,124.27	97.57 %
NET OPERATING REVENUE	\$330,102.24	\$219,133.73	150.64 %
NET REVENUE	\$330,102.24	\$219,133.73	150.64 %

Friends in Service Helping-Emergency Referral Service

STATEMENT OF ACTIVITY

June 2020 *unaudited*

	TOTAL
Revenue	
414400 Gov. Grants	3,045.02
418000 Donations - Money	22,194.82
418010 Donations - Food	98,928.79
418330 Food Dist Prg - State of Nevada	62,241.42
424090 Store Sales	33,309.31
424091 Store Sales - Credit	36,322.66
424150 Store Voucher	1,850.50
425100 Shelter Income	40,191.46
425130 Utility Income	128.24
425150 Laundry Use Income	269.00
426300 Miscellaneous Income	655.00
434200 Interest Income	116.75
434300 Reimbursements	34.00
434400 Rental Income	2,420.00
434500 Fundraising	-600.00
Total Revenue	\$301,106.97
GROSS PROFIT	\$301,106.97
Expenditures	
710100 Accounting & Professional	7,500.00
710450 Bank/Credit Card Error	-1.23
710500 Bank/Credit Card Charges	986.19
710800 Client Services	195,380.71
710805 Client Employment Expense	172.59
710810 Prescription Medication	1,309.03
710850 Conf., Conv., & Mtgs.	5.00
711100 Dental	1,641.00
711500 Dues/Memberships/Subscriptions	125.00
711680 Employee-Volunt. Appreciation	290.77
711850 Equipment Non-Asset Purchase	476.94
711900 Equipment Rental	164.72
711950 Food Purchases	5,486.42
712000 Fuel	1,650.87
712310 Workers' compensation insuranc	4,219.70
712400 Mortgage Interest Expense	2,919.96
712600 License, Permits, Fees	128.00
712650 Maintenance - Building	617.67
712700 Maintenance - Equipment	272.58
712750 Maintenance - Vehicle	2,570.70
712790 Outside Services	29,221.34
712810 Supplies	3,329.59
712970 Postage	220.00

Friends in Service Helping-Emergency Referral Service

STATEMENT OF ACTIVITY

June 2020
unaudited

	TOTAL
713200 Rent	2,194.25
713500 Internet/Web Service	296.66
713600 Telephone Expense	1,483.45
713700 Utilities	1,385.30
713701 Landfill	2,264.45
713900 Power	1,248.19
713901 Gas	1,585.47
713910 Sewer	1,969.40
713920 Water	1,424.26
714000 Vehicle - License & Fees	537.00
714200 Wages	73,622.41
714210 Payroll Expense	1,517.36
714215 Employee Bonuses	9,270.21
714220 Paid Leave	2,916.25
715000 Bad Debts	19,911.36
734100 Software	975.00
Total Expenditures	\$381,288.57
NET OPERATING REVENUE	\$ -80,181.60
NET REVENUE	\$ -80,181.60

- ALERT: Due to internal CAGE maintenance, CAGE will be unavailable from Friday October 23, 2020 @ 5:00 PM - Sunday October 25, 2020 @ 11:59 PM (ET).
- ALERT: SAM.gov will be down for scheduled maintenance Saturday, 10/24/2020 from 8:00 AM to 4:00 PM.

Learn About Registration Status

- [How do I start a new registration?](#)
- [What is Draft status?](#)
- [What is Work in Progress status?](#)
- [What is Submitted status?](#)
- [What is Active status?](#)
- [What is Expired status?](#)

What If?

- [What if my entity fails TIN validation?](#)
- [What if my entity fails CAGE Code validation?](#)
- [What if I still need help?](#)

What's Next?

[Find Your Registration in SAM](#)

[SAM Status Tracker](#)

Check Entity Registration Status

Page Description

You can quickly check an entity's registration status in SAM by entering a DUNS Number or CAGE Code. The SAM Status Tracker will show you the current status of that entity's most recent record, as well as tell you what steps are left to complete based on why they are registering.

The SAM Status Tracker only returns the registration status for publicly-searchable registration records. If you are a Federal government user, please log into SAM and use the Search Records link in the main navigation menu to view registrations or data that are not publicly available.

Use the SAM Status Tracker Now

Check registration status by typing in a DUNS Number.

DUNS Number Plus 4 (Optional)

Or, check registration status by typing in a CAGE Code.

CAGE Code 6U8X1

Fish Emergency Referral Service Program Inc

Status: Active

Your registration was activated on Apr 22, 2020. It expires on Apr 22, 2021 which is one year after you submitted it for processing.



Core Data

Completed



Assertions

Not Required



Reps & Certs

Not Required



POCs

Completed



Submit

Completed



Processing

Completed



Active

Completed



HHS-2020-0011-0121
WWW

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- [GSA.gov](#)
- [USA.gov](#)

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT
- CURRENTLY FUNDED APPLICANT (AMOUNT \$ 15,250)

APPLICANT INFORMATION

Agency Name: Nevada Rural Counties RSVP Program, Inc.	
Agency Mailing Address: P.O. Box 1708, Carson City, NV 89702	
Project Name: Senior Independent Living Programs	
Project Address/Location: 2621 Northgate Lane, Suite 6, Carson City, NV 89706	
Contact Person: Melanie Barkley, Interim C.E.O.	
Phone Number: 775-687-4680 x4	Email: mbarkley@nrvsvp.com
Fax: 775-687-4494	Website (if applicable): www.nevadaruralrsvp.org

FISCAL MANAGER

Name:	Lona Domenici
Title:	Controller
Phone number:	775-687-4680, ext. 5
Email:	ldomenici@nrvsvp.com

PROJECT FUNDING

Requested amount	\$28,742
Other funding for the same project	\$
Total project cost	\$28,742

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input checked="" type="checkbox"/> SENIOR CITIZEN SERVICES	<input type="checkbox"/> HEALTH/DENTAL SERVICES
<input type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

Nevada Rural Counties RSVP Program, Inc. (RSVP) is a 501 (c)(3) community-based organization that has been serving Carson City for over 45 years. A prominent member of the community, RSVP's mission is to provide lifesaving volunteer programs that help seniors maintain their dignity, self-respect and independence. RSVP matches the talents of volunteers with the needs of the community. Our Senior Independent Living Programs deliver a significant return on investment through services and support to help our most disadvantaged populations – low-income senior citizens and disabled citizens.

The proposed project: **Senior Independent Living Programs**, offers a comprehensive list of cost-saving activities that include: (1) Transportation: reliable door-to-door transportation to access medical, dental and vision appointments; pharmacies, grocery shopping, and senior centers; (2) Home Companions: provide emotional support and socialization; (3) Respite care/Caregiver Support: give regular breaks and support to exhausted caregivers; (4) Homemakers: assist with light housekeeping; (5) CARE Law: provides pro bono legal services including help with debt problems, probate, and elder abuse issues; (6) Lifeline/Freedom Alert: Personal Emergency Response Systems; (7) Elder Exercise Programs: improve mobility, strength, and prevent falls; (8) Farmer's Market coupons and Food delivery; and (9) Veterans assistance and support on suicide prevention. 10) Volunteer Stations Program: volunteers serve in diverse activities to support community needs for various services with government agencies and non-profits.

Not only are the **Senior Independent Living Programs** critical for the operation of Carson City, many are mandated by the State of Nevada as outlined in our subawards from the Department of Health and Human Services Aging and Disability Services Division. We follow all guidelines outlined in the Service Specifications for Senior Companion Services, Food Pantry, Homemaker Service, Personal Emergency Response Systems, and Transportation Service. Additionally, RSVP is awarded funding under Fund for a Healthy Nevada – Disability Services from the Nevada Department of Health and Human Services which promotes the health and well-being of Nevadans through the delivery or facilitation of essential services to ensure families are strengthened, public health is protected, and individuals achieve their highest level of self-sufficiency. These programs, to name a few, are highly effective supportive services that help promote the independence of persons age 60 and older and people with disabilities who are living alone, homebound, isolated and in need of such services. If not for these services, area senior citizens are at-risk of unnecessary placement in a nursing home or long-term care institutional facility. When compared to the cost of institutionalized care, RSVP is able to provide a significant return on investment through volunteer-delivered services which is an extremely valuable resource to Carson City. Senior Independent Living Programs offer critical supportive services at no charge to low-income clients and program participants.

RSVP volunteers deliver nine stand-alone independent living services to Carson City seniors and the homebound elderly, Veterans, caregivers, and adults with disabilities who are struggling to remain living independently. Trained volunteers help to ensure their independence and avoid costly long-term institutional care. RSVP's **Senior Independent Living** Project was

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implemented to address the increasing number of low-income senior citizens, Veterans, caregivers and disabled adults living in Carson City who are unable to access basic, critical, lifesaving services. This vulnerable population is at risk for costly institutionalization, which creates a heavy burden on local economies and already stretched government resources.

In addition to providing valuable services to individuals and communities, older volunteers stay engaged and active through volunteering. Our Project fully engages volunteers to help change the circumstances in which these individuals live and thrive through access to helping others with lifesaving services which supports their ability to remain living independently and stay in their own homes for as long as possible. A growing body of research shows a link between volunteering and mental and physical health benefits including decreases in anxiety and depression. Socialization also becomes more important as we get older, especially once we reach our senior years.

Most RSVP volunteers are seniors themselves. The number of enrolled volunteers varies from year-to-year but consistently remains above 800. Variations occur because volunteers come in and out of the program such as snowbirds who volunteer during the summer then go to warmer climates for the winter. Many more senior volunteers retire, move, or find that they can no longer serve due to health issues. In fact, some of the volunteers are now clients who receive RSVP's assistance so that they can remain independent.

Project staff recruit volunteers, conduct background checks, and engage in outreach and education to ensure that elders and others in need of help are aware of our programs; and register clients, evaluates their needs, implement service plans, and make a volunteer-client match. Volunteers document the donation of their time and activity; and participate in RSVP orientations, on-going trainings, and recognition events. All programs are provided at no charge to the clients, with the exception of the monitoring fee for Lifeline. Low-income seniors may access our ADSD funded Personal Emergency Response System (PERS) at no charge. RSVP collaborates with volunteers, service providers, and families to make meaningful referrals and strengthen services.

Under this proposal 385 Carson City seniors, adults with disabilities, and Veterans will receive 10,000 hours of assistance each year through our Independent Living Programs. Additionally, 13,000 hours of volunteer support will be provided at Carson City community workstations.

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PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

Low-income, frail and homebound senior citizens face a myriad of issues. Many have difficulty accessing basic care and services, are isolated, live alone, and are more vulnerable to depression, self-neglect, loneliness, and elder abuse/fraud which can lead to institutional care or suicide. Some are stranded at home as their eyesight has failed or other physical and cognitive impairments make it impossible for them to access goods and services, drive themselves, and make contact with others. When this population does not own a vehicle or aren't capable of driving, they have to rely on friends, family or public transportation in order to buy groceries and medications, visit the doctor, attend to non-medical necessities or participate in social functions.

Nevada has seen a dramatic increase in its older adult population - increasing by 56.3 percent to 475,283 (adults age 60 and older) in the decade 2000 to 2010. Local data reflects the number of Carson City residents 60 years of age or older comprising twenty-five percent (14,221) of the total population, and according to US Census for Carson City population estimates - 19.6 percent (10,861) are age 65 and older. Of this amount, it is estimated that 3,870 are living with a disability; and 5,729 are Veterans. According to the Carson City 2017 Community Health Needs Assessment, this population is classified as "vulnerable" and at a disadvantage with regard to accessing health care or having increased healthcare needs. Seniors live throughout all areas and neighborhoods of the Carson City community.

The NV Dept. of Public and Behavioral Health's Office of Suicide Prevention reports that suicide rates among Nevada seniors over 60 is over double the national average for the same age group - 33 per 100,000, compared with 17 per 100,000 nationally. Researchers pinpoint the risk factors as social isolation, bereavement, illness, chronic diseases, pain, disability, medication interactions, poor nutrition, substance abuse, and caregiving. In 2012 the NV Dept. of Health and Human Services released a first of its kind report on suicide mortality in Nevada's military veterans, identifying 46 veteran deaths per year, which is evidence that the suicide rate among the state's veterans is also at epidemic proportions. People over the age of 65 diagnosed with Alzheimer's disease (AD) in Nevada is expected to increase to approximately 64,000 in 2025, a 48.8% increase over the current estimate of 45,000 residents. Caring for a person with AD or other types of dementia and debilitating illness requires a considerable amount of time and patience. Caregiving is physically and emotionally exhausting, isolating, and results in financial hardship especially for frail older adults or working caregivers.

Research shows that services which help seniors maintain their independence for as long as possible decreases premature and out-of-state nursing home placements which can range between \$82,125 - \$94,969 annually in Nevada (AARP Long-Term Care Calculator, 2015). RSVP's **Senior Independent Living Program** improves independence, health and well-being and reduces unnecessary placement in institutional care facilities. The Community Support Services Grant Program prevents the implementation of a client wait list. Individuals on wait lists for these lifesaving services for extended periods of time are: (1) more likely to end up in a nursing home; (2) less likely to remain living in their own home; (3) more likely to seek care from a hospital emergency room; and (4) more likely to die waiting for assistance.

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GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

Imagine living alone, no longer able to drive and access services. In order to change the circumstances in which elders, veterans, caregivers and adults living with a disability find themselves in, RSVP volunteers and staff will deliver an immediate intervention.

Goal: RSVP's Senior Independent Living Programs will help Carson City's homebound, frail, and low-income senior citizens, disabled adults, caregivers, and Veterans remain independent and living in their own homes with dignity. Additionally, mobilizing people to make a difference in their communities is also cost effective and has long-term societal, plus it provides health benefits. Medical science and other research have shown that older adults who volunteer frequently live longer, report less disability, lower rates of depression, fewer physical limitations, and higher levels of well-being.

I. Measurable Objectives:

- During a 12-month period, 385 seniors, adults with disabilities, and Veterans living in Carson City will receive 10,000 hours of volunteer assistance through RSVP's Senior Independent Living programs which will help them maintain their independence and remain living in their own homes to enhance their quality of life and help them achieve the highest level of independence. (1,400 is the duplicated count – elders receive multiple stand-alone programs)
- During a 12-month period, 240 Carson City volunteers will deliver essential services and support through 9 separate and unique programs which will reduce isolation among the elderly and help them maintain their independence and remain living in their own homes with dignity.
- During a 12-month period, 20 Carson City non-profit organizations, public agencies, and health care facilities will receive 13,000 hours of volunteer support from RSVP Community Workstation volunteers who work to help them achieve their unique goals.
- During a 12-month period, the project will be measured utilizing client satisfaction surveys, annual client assessments, monthly volunteer activity reports, and client follow-up telephone calls.

II. Activities to be Implemented:

- **Transportation Program:** Volunteers will provide reliable door-to-door escorted safe transportation for access to medical appointments, to pick up prescriptions, grocery shopping, trips to the senior center, and other basic services and social activities.
- **Home Companion Program:** Volunteers will provide emotional support, socialization, music and art opportunities, and the human contact so necessary for homebound elderly persons and persons living with a disability.
- **Lifeline or Freedom Alert Personal Emergency Response Systems:** Volunteers will install personal emergency response systems for immediate access to emergency services.
- **Respite Care Program:** Volunteers will provide caregiver support and relief to give regular breaks to exhausted caregivers in the home of the care recipient. The Care recipients share thoughts, feelings, and is assisted to achieve their highest level of independence.
 - Volunteers will conduct a weekly **Friends Day Out/Java Music Program** which is an evidence-based program designed to support caregivers/care recipients living with

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dementia, Parkinson's, Alzheimer's disease, diabetes, COPD and other disorders and disabilities.

- **Homemaker Services:** Homemakers will provide assistance with housekeeping such as dusting, kitchen and bathroom cleaning, floor maintenance, and laundry and linen changing.
- **CARE Law Program:** The Carson and Rural Elder (CARE) Law Program will provide pro bono legal services for low-income seniors.
- **Veterans Volunteers in Partnership (VIP) Program:** Volunteers will assist Veterans to access the goods and services they need which include transportation, respite care, information and support on suicide prevention and awareness, and share volunteer opportunities for peer to peer connections.
- **Elder Exercise Program:** Volunteers will provide light weights training to seniors to improve mobility, cognitive ability, and help gain muscle strength which will improve balance and help prevent falls and disabling diseases.
- **Nutritional Supplements:** RSVP will provide free Farmer's Market Coupons for low-income seniors and food distribution through the Commodities program, and bring food to the homebound, to increase consumption of fruits, vegetables and unprocessed herbs, and promote healthy nutrition.
- **Community Volunteer Stations:** Volunteers will provide a variety of volunteer services to local and state government agencies, and community non-profit organizations at "Workstation" sites and use their lifetime of skills, knowledge and talents to provide meaningful service.

III. Project Outcomes:

- RSVP's Senior Independent Living Programs will reduce early and/or unnecessary placement into institutional care among the elderly, Veterans, Caregivers and disabled adults.
- RSVP's Senior Independent Living Programs will improve the health and quality of life among the elderly, Veterans, Caregivers and adults with disabilities.
- RSVP's Senior Independent Living Programs will help reduce isolation, loneliness, self-neglect, depression, suicide and elder abuse/fraud.
- RSVP's Workstation Volunteers will help meet broader community needs in healthcare, human services, education, literacy, recreation, and civic engagement. Volunteers live longer, healthier, and more meaningful lives.

RSVP's **Senior Independent Living Programs** will improve the quality of life among Carson City's senior citizens, Veterans, caregivers, and adults living with disabilities. Early intervention is key and the sooner we can create a care partnership the better the outcomes. Each client has a unique life story and individual needs with many complex abilities which are identified and cultivated. Our Program is part of a comprehensive support system. This solution-based service helps Nevada's seniors remain self-sufficient and in their own homes for as long as possible and avoid unnecessary institutional placement. These critical program services are accomplished at a mere fraction of the cost of premature institutionalization. **RSVP's Senior Independent Living Program** is a win/win for everyone!

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METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

RSVP will deliver essential services through its high-quality evidence-supported independent living programs using senior volunteers who are well trained and prepared to deliver a comprehensive support system. The programs utilize person-centered care practices to establish a care partnership with the care recipient at the center of the relationship. Family members, friends, RSVP volunteers, social workers, doctors and the community all work in partnership to provide care and assistance to frail, low-income and homebound seniors, Veterans, caregivers, and adults living with a disability. RSVP programs assist clients to keep them self-sufficient and in their own homes for as long as possible and avoid costly institutionalization.

RSVP offers a comprehensive support system with many clients receiving multiple services each week because they lack access to basic services and are isolated and alone. The Project will provide essential services and support to the increasing number of area senior citizens, Veterans, caregivers and adults living with a disability through its network of highly trained and compassionate volunteers. Older adults living with dementia as well as their caregivers will also be supported and have opportunities to participate in RSVP hosted trainings and events that include the REST and Dementia Friends training, and Java Music Club. Veterans will have access to VA centers, volunteer opportunities, in-person assistance from RSVP's Veterans Advocate, and receive referrals to suicide prevention resources and trainings. RSVP services are provided at "no cost", with the exception of the monitoring fee from Lifeline.

Project staff and volunteers will process client requests and referrals to provide care recipients with a personalized client intake which determines their unique needs. During the intake, a service plan is established whereby a schedule of service and intervention of care is established. The service is tracked and recorded utilizing timesheets that are authenticated on Reports approved by direct service volunteers, project staff, and Field Representatives. Quality assurance is conducted via telephone, in-home visits, and satisfaction surveys. RSVP staff will recruit Volunteers at outreach events, and announcements are made in local newspapers, radio, tv, flyers, social media posts, newsletters and word of mouth. Volunteers are background checked and receive orientation and training. Additionally, RSVP volunteers receive quarterly trainings for services in Carson City. Volunteers and project staff receive specialized training provided by partner agencies including the Corporation for National and Community Service, Nevada Volunteers, Alzheimer's Assoc., Sanford Center for Aging, REST Program, AARP, NDOT (wheelchair assistance training), and many other providers. Volunteer Stations will provide opportunities that enhance the capabilities of local public agencies, non-profits, and proprietary health organizations. Volunteers will be compensated as follows: (1) respite volunteers will receive a mo. stipend and mileage reimbursement; (2) homemakers will receive an hourly wage; (3) all other direct service volunteers (transportation, home companion, volunteer workstations, etc.) will receive mileage reimbursement. RSVP volunteers receive supplemental insurance. RSVP volunteers are honored at annual awards and recognition events and during special events. The Project will match volunteers to a specific area of interest to meet the greater social and economic needs of the community. Project staff and volunteers collaborate to provide a responsive service system that acknowledges the unique needs of our aging citizens and others. CSSG funds will enable the **Senior Independent Living Program** in Carson City to continue and expand through volunteer engagement and client participation.

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**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

RSVP will measure program outcomes, and the short and long-term client benefits with results from client follow-up telephone calls, client satisfaction surveys, annual client assessments, monthly volunteer time reports, and Volunteer Field Representatives' monthly activity reports.

Project staff tracks the accomplishments of the objectives on a quarterly basis and performs ongoing evaluations. The C.E.O. qualifies the project effectiveness through further analysis, measures the progress related to each objective, and works with the Controller to ensure that project costs are managed efficiently based on the stated goals, project objectives and budgets.

The annual RSVP Client Satisfaction Survey is an important evaluation tool that will be utilized which generally yields an over 40% rate of response. Clients will be asked to complete and mail the completed survey to the RSVP Carson City office in a self-addressed envelope which is included with the survey. Data will be analyzed and results from client satisfaction surveys will be used for assessing client needs, quality of service provided, and future project enhancement.

Examples of survey statements include:

- My needs were handled with respect for my confidentiality;
- Because I have an RSVP volunteer, I feel less lonely and have more contact with people;
- I experience a reduction in stress because of RSVP service(s) knowing I have a helper;
- RSVP services help me with my needs and provide access to the goods and services that help me to avoid a crisis;
- My quality of life has improved as a result of RSVP service(s);
- RSVP helps me remain independent in my own home;
- Overall, I am satisfied with RSVP services.

RSVP's 2019 Client Satisfaction survey resulted in a 42% survey response:

- 74.5% response - "strongly agree" or "agree" that RSVP helps them remain independent in their own homes;
- 80.1% response - "strongly agree" or "agree" that their quality of life has improved as a result of RSVP services;
- 97.9% response - "strongly agree" or "agree" that overall they are satisfied with RSVP.

RSVP's measurement of **Senior Independent Living Programs** services works to ensure that Carson City's homebound, frail, and low-income senior citizens, disabled adults, caregivers, and Veterans remain living independently and avoid institutionalization. Evaluation methods are based on the following criteria to track the accomplishment of each objective for each stand-alone independent living program: (1) Assessment of setting realistic benchmarks to meet targeted client services and volunteer recruitment and retention; (2) Analysis of actual volunteer and client service units documented in reporting systems; (3) Review of current community

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assessments and RSVP client survey results to address unique community needs in our service area and make performance activity adjustments to meet those needs.

For each new client, an initial intake is conducted and a service plan is developed. During the initial intake, clients will also be assessed utilizing the Evaluation Survey, and re-assessed annually thereafter, utilizing the RSVP Client Satisfaction Survey.

To support data collection methods and ensure performance outcomes are measured, RSVP will utilize monthly time and activity reports completed by volunteers and Field Representatives. Reports verify client name, date of service, volunteer hours, service type, and service location for Carson City organizations that are Community Volunteer Workstation sites. Monthly time and activity reports, assessment details, and survey results are maintained in RSVP's in-house database system. Volunteer data is posted to *Volunteer Reporter* (VR), a database software program; and client service data is posted to *Nevada State Social Assistance Management System* (SAMS); and on excel spreadsheets to track and analyze historical and YTD data history. Volunteer data in VR monitors activities performed, hours served, and out-of-pocket expenses. Data is recorded for real-time tracking, reporting and measurement of service units. Clients receive units of service by activity (program type) which is analyzed for programmatic reporting, project improvement, and strategic planning.

Client surveys and reports generated from all data programs and systems gives an accurate snapshot of project accomplishments and outcomes. Furthermore, they validate that the **Senior Independent Living Programs** are a benefit to the community which keep seniors and other underserved populations out of costly institutional care facilities.

RSVP receives positive feedback and countless testimonials from clients and our network of volunteers. Examples of Carson City Client Testimonials that show the impact of services:

"I am soon to be 95 and RSVP is a great comfort to me. I have been widowed 20 years and my youngest son was my caregiver. Two months ago he passed away, so my caregiver is my oldest son who lives 250 miles away. So, you have become my caregiver. I do thank you for your service."

"I would not be able to stay in my home without RSVP. It's allowed me to keep my home and to have food to eat that is fresh and healthy. The homemaker services keep my home clean. RSVP is a place I can count on for transportation to go food shopping and to other appointments without worrying how to accomplish these tasks. I can't do without it!"

"My volunteer calls me twice a week to make sure I am ok. I may need more services in the future. I had a stroke 3 years ago. I am 86 years old."

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SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

RSVP works diligently to sustain the **Senior Independent Living Programs** in Carson City through on-going community fundraisers including three annual carnivals (Spring Carnival, 4th of July Carnival, and Nevada Day Carnival), End-of-Year Appeal for private donations, and “Reaching For Zero”, a new fundraiser to benefit our Veterans program. RSVP also pursues grant opportunities from private foundations and government agencies; and private donations from individuals, corporations and employee giving programs. Additionally, RSVP’s sustainability plan includes marketing and promotion through its monthly digital newsletter which reaches more than 450 subscribers, annual report, website, social media marketing, and on-line donation program utilizing the Network for Good platform.

While our long-term goal is to be self-sustaining, funding from the Carson City CSSG Program has been critical to maintaining the continuity of the **Senior Independent Living Programs** at current levels. The need for senior services continues to grow. The cost to recruit, train, manage, support and retain volunteers is part of providing a highly effective and robust Volunteer Program. In turn, RSVP volunteers provide lifesaving services at no charge to seniors and others in need. RSVP’s request of \$28,742 based on serving 385 non-duplicative critical services to Carson City clients. Our request reflects a \$74.65 per person per year cost. When compared to the cost of institutionalized care, our funding request would also pay for approximately four months of the cost of institutionalization for one indigent senior. With these funds, RSVP is able to deliver a significant return on investment. For every dollar invested, the Carson City community receives \$7.60 worth of services.

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

Many times our senior citizens are the invisible and forgotten ones who find it difficult to navigate the complex systems and find the resources they desperately need. RSVP collaborates with social workers and discharge planners and provides Home Companion volunteers to help ease client transitions from hospitals or assisted living facilities back into their own homes. RSVP coordinates referrals with ADSD, Fund for a Healthy Nevada, Carson City Health & Human Services, FISH, Nevada 2-1-1, and many other service organizations. Additionally, RSVP has numerous Memoranda of Understanding (MOU) and partnerships with entities including the Carson City Senior Center, Sanford Center for Aging, Nevada Health Centers, UNR Cooperative Extension, and Access to Healthcare, to name a few. RSVP is a valued partner in the Dementia Friendly Nevada Initiative which fosters a collaborative, multi-sector approach toward becoming a dementia friendly and inclusive community.

Through our Volunteer Stations Program, RSVP has MOU’s with 13 Carson City agencies including: Carson City Friends of the Library, Carson-Tahoe Medical Center, Carson City Literacy for Adults and Children, ComputerCorps, FISH Pantry & Dining Rm, Resistance Exercise Training, and Western Nevada College. We also partner with the Carson City Sheriff’s Office, and the Nevada Office of Suicide Prevention which ensures that veterans receive wellness checks, emergency medical transport, and priority transportation to the VA Center, suicide prevention awareness and training, and a referral system for homeless and needy Veterans. Our goal is to help lift Veterans out of poverty and provide access to essential lifesaving services.

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PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)
Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title:	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
Data Manager	\$7,904		\$7,904
Home Companion & Veterans VIP Program Director	\$5,408		\$5,408
Transportation Coordinator	\$3,536		\$3,536
Personnel Taxes/Fringe @ 25%	\$4,212		\$4,212
Essential Office Supplies & Postage	\$1,008		\$1,008
Fuel for handicapped accessible van and Toyota Corolla used to transport elders, Veterans & adults with disabilities in Carson City	\$1,790		\$1,790
Insurance for Carson City vehicles	\$1,016		\$1,016
Volunteer mileage reimbursement	\$2,065		\$2,065
Advertising for Volunteer Recruitment & Community Awareness	\$528		\$528
Volunteer Background Checks	\$800		\$800
TOTALS	\$28,742		\$28,742

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Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	<ol style="list-style-type: none"> (1) 17,320 hours of Volunteer Services (In-kind donation) for independent living services delivered in Carson City: 7/1/19-6/30/20. (2) Carson City Office Space is donated by Carson City. RSVP is responsible for utilities, cleaning & maintenance. (3) NRS Section 19 Funds for the CARE (Carson Area Rural Elder) Law Program based in Carson City. (4) Carson City Redevelopment Funds for July 4th Fireworks in Carson City. These funds are pass-thru only to cover direct costs. (5) Community Development Block Grant (Governor's Office of Economic Development/Carson City Dept. of Finance) for Carson City Veterans VIP Program: 7/1/20-6/30/21.
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	<ol style="list-style-type: none"> (1) \$378,442 is the value of service @ \$21.85/hourly cost rate (Independent Sector). (2) Space: approximately \$38,000. (3) NRS Funds: \$4,117. (4) Fireworks/pyrotechnics: \$7,500. (5) \$20,00 (12-month grant only).
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
Staff: 1. Data Manager 2. Home Companion & Veterans VIP Program Director 3. Transportation Coordinator	\$16,848	1) 8hrs/wk - 52 wks @ \$19 hr = \$7,904 2) 4hrs/wk - 52 wks @ \$26 hr = \$5,408 3) 4hrs/wk - 52 wks @ \$17 hr = \$3,536
Taxes and Fringe Benefits @ 25% of Budgeted Amount	\$4,212.00	\$16,848 x 25% = \$4,212

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Essential office supplies & postage	\$1,008.00	Office Supplies, Ink cartridges, paper, pens, folders; postage for client surveys, client notice of privacy, checks for mileage reimbursement: \$23,463 + postage \$12,629 = \$36,092 x 39% = \$14,076 X .07%. * Breakdown based on 3 employees at \$336 per mo. / 12 = \$28/each per month cost.
Fuel for handicapped accessible van and Toyota Corolla used to transport elders, Veterans & adults with disabilities in Carson City	\$1,790	2010 Dodge Van = \$2,305.35 + 2005 Toyota Corolla = \$1,274.98 = \$3,580.33/ 2. 50% of fuel = \$1,790.17.
Insurance for Carson City vehicles	\$1,016	2020 Insurance premium rate for 2 vehicles. 33% of \$3,078 actual costs = \$1,015.74.
Volunteer mileage reimbursement	\$2,065	23,472 mi. @ \$0.40/mi = \$9,388 22% of \$9,388 actual costs = \$2,065.36.
Advertising: Volunteer Recruitment and Community Awareness	\$528	NV Appeal Ads \$300 per mo. x 12 mos. = \$3,600 / Carson Now \$100 per mo. x 12 mos. = \$1,200 = \$4,800 x 11% of actual costs = \$528.
Volunteer Background checks	\$800	Background checks @ \$40 x 40 new direct service volunteers = \$1,600 x 25% of actual costs = \$400.
		Note: *39% of RSVP volunteers are from Carson City and serve Carson City residents with direct services and volunteer at Carson City volunteer workstations

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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)	067867080

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statements and Balance Sheets for prior 3 years	✓
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION	✓
8	Funding commitment letters and/or letters of support (if applicable) Letter of Support Carson City Senior Center	✓

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CERTIFICATION

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	10/23/20 Date
Melanie Barkley, Interim C.E.O. Typed Name and Title of Authorized Official	775-687-4680, ext. 4 Phone Number
 Signature of President of Board of Directors	10/23/20 Date
Caroline Panches Typed Name of President of Board of Directors	775-4438318 Phone Number



Department of the Treasury
Internal Revenue Service

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

In reply refer to: 4077552422
July 16, 2010 LTR 4168C 0
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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.

ENTITY INFORMATION

ENTITY INFORMATION

Entity Name:

NEVADA RURAL COUNTIES RSVP PROGRAM, INC.

Entity Number:

C7656-1992

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

07/16/1992

NV Business ID:

NV19921048693

Termination Date:

Perpetual

Annual Report Due Date:

7/31/2021

Solicits Charitable Contribution:

Yes

REGISTERED AGENT INFORMATION

Name of Individual or Legal Entity:

SUSAN C HAAS EXECUTIVE DIRECTOR/ CEO

Status:

Active

CRA Agent Entity Type:

Registered Agent Type:

Non-Commercial Registered Agent

NV Business ID:

Office or Position:

Jurisdiction:

Street Address:

2621 NORTHGATE LANE STE 6, CARSON CITY, NV, 89706, USA

Mailing Address:

Individual with Authority to Act:

Fictitious Website or Domain Name:

OFFICER INFORMATION

VIEW HISTORICAL DATA

Title	Name	Address	Last Updated	Status
Secretary	STACEY GIOMI	2777 ASH CANYON ROAD, CARSON CITY, NV, 89703, USA	05/08/2018	Active
Treasurer	KEVIN S KIRKEBY	2555 CLEAR ACRE LANE #83, RENO, NV, 89512, USA	05/08/2018	Active

< Previous ... **1** 2 ... Next > Page 2 of 2, records 6 to 7 of 7 Go to Page

CURRENT SHARES

Class/Series	Type	Share Number	Value
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CURRENT SHARES

Class/Series	Type	Share Number	Value
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No records to view.

Number of No Par Value Shares:

0

Total Authorized Capital:

[Filing History](#) [Name History](#) [Mergers/Conversions](#)

[Return to Search](#)

[Return to Results](#)

SECRETARY OF STATE



CERTIFICATE OF EXISTENCE WITH STATUS IN GOOD STANDING

I, Barbara K. Cegavske, the duly qualified and elected Nevada Secretary of State, do hereby certify that I am, by the laws of said State, the custodian of the records relating to filings by corporations, non-profit corporations, corporations sole, limited-liability companies, limited partnerships, limited-liability partnerships and business trusts pursuant to Title 7 of the Nevada Revised Statutes which are either presently in a status of good standing or were in good standing for a time period subsequent of 1976 and am the proper officer to execute this certificate.

I further certify that the records of the Nevada Secretary of State, at the date of this certificate, evidence, **NEVADA RURAL COUNTIES RSVP PROGRAM, INC.**, as a DOMESTIC NONPROFIT CORPORATION (82) duly organized under the laws of Nevada and existing under and by virtue of the laws of the State of Nevada since 07/16/1992, and is in good standing in this state.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office on 09/05/2019.

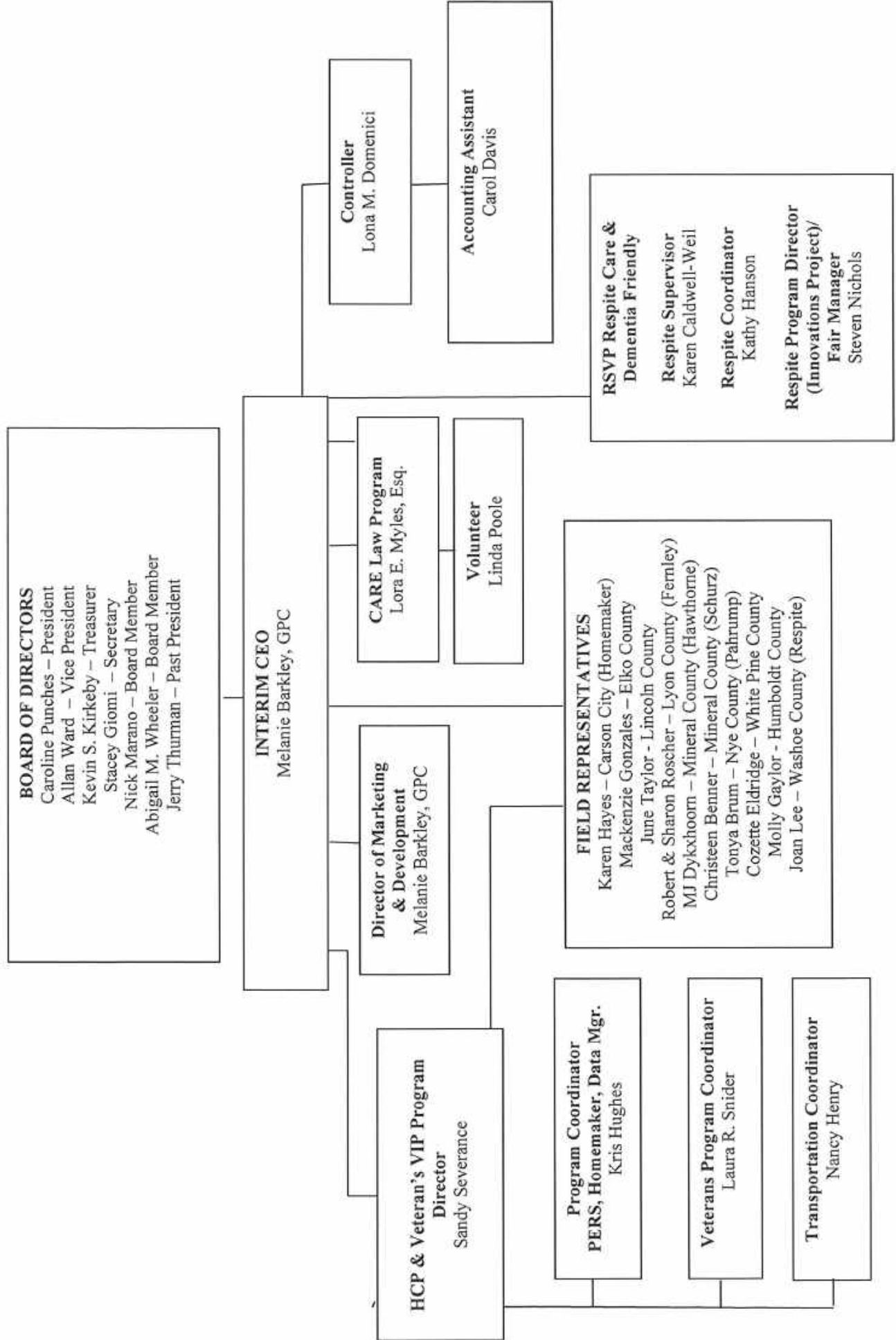
Barbara K. Cegavske

BARBARA K. CEGAVSKE
Secretary of State

Certificate Number: B20190905201957

You may verify this certificate
online at <http://www.nvsos.gov>

Nevada Rural Counties RSVP Program, Inc.
Organizational Chart
 (Updated October 23, 2020)



Nevada Rural Counties RSVP Program, Inc.
RSVP BOARD OF DIRECTORS ROSTER

Board Terms are Indefinite (Updated 1/2/2020)

Caroline Punches – Board President

Retired Executive Director, Northern Nevada Chapter, American Red Cross

206 La Costa Avenue
Dayton, NV 89403
(775) 246-1850 Cell: 443-8318

Cpunches206@charter.net

Allan Ward - Board Vice President

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 Treasurer

Business Analyst, ElectraTherm, Reno

2555 Clear Acre Ln. #83
Reno, NV 89512
P: 775-230-6185

Kevin.s.kirkeby@gmail.com

Stacey Giomi - Board Secretary

Director, Facilities & Emergency Preparedness, Nevada Health Centers, Inc.

2777 Ash Canyon Road
Carson City, NV 89703
(775) 721-8636

rsgiomi@gmail.com

Jerry Thurman – Board Past President

President, Insured Financial Services

6175 McDowell Road
Carson City, NV 89706
(775) 882-9537 Cell: 885-2525

jerryanddelia@charter.net

Nick Marano – Board Member

Senior Consultant, Ralph Andersen & Associates

Corporate Headquarters
5800 Stanford Ranch Road, Suite 410
Rocklin, CA 95765
Cell: 775-350-4450

Nick@ralphandersen.com

Abigail M. Wheeler – Board Member

Transit Coordinator, Elko County

540 Court Street, Suite 104
Elko, NV 89801
(775) 340-3057 (775) 748-0359 Office

abigail.wheeler10@yahoo.com or **awheeler@elkocountynv.net**

EXTENDED TO NOVEMBER 15, 2019

Form **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

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

2018

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2018 calendar year, or tax year beginning and ending

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 NEVADA RURAL COUNTIES RSVP PROGRAM, INC.		D Employer identification number 94-3164032
	Doing business as		E Telephone number (775) 687-4680
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	G Gross receipts \$ 1,507,251.
	PO BOX 1708		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 type="checkbox"/> No If "No," attach a list. (see instructions)
City or town, state or province, country, and ZIP or foreign postal code CARSON CITY, NV 89702		H(c) Group exemption number ▶	
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (Insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527			
J Website: ▶ WWW.NEVADARURALRSVP.ORG			
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> 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: WORKING WITH VOLUNTEERS IN RURAL NEVADA TO ASSIST SENIORS, VETERANS, & DISABLED PERSONS		
	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 2018 (Part V, line 2a)	5 13	
	6 Total number of volunteers (estimate if necessary)	6 409	
	7 a Total unrelated business revenue from Part VIII, column (C), line 12	7a 0.	
b Net unrelated business taxable income from Form 990-T, line 38	7b 0.		
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year: 1,115,718.	Current Year: 1,351,626.
	9 Program service revenue (Part VIII, line 2g)	86,273.	73,073.
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	14.	53.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	76,462.	40,687.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,278,467.	1,465,439.
	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
Expenses	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)	462,655.	502,756.
	16a Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ 14,495.		
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	790,138.	993,091.
	18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	1,252,793.	1,495,847.
19 Revenue less expenses. Subtract line 18 from line 12	25,674.	-30,408.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year: 248,743.	End of Year: 247,442.
	21 Total liabilities (Part X, line 26)	102,416.	131,523.
	22 Net assets or fund balances. Subtract line 21 from line 20	146,327.	115,919.

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	Date	Check if self-employed <input type="checkbox"/>	PTIN
	CONNIE CHRISTIANSEN	CONNIE CHRISTIANSEN	11/14/19		P00212562
	Firm's name ▶ EIDE BAILLY LLP	Firm's EIN ▶ 45-0250958			
	Firm's address ▶ 5441 KIETZKE LN, STE 150 RENO, NV 89511-2094	Phone no. 775-689-9100			

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

Part III Statement of Program Service Accomplishments

Check 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 [X] 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 [X] 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 \$ 934,162. including grants of \$) (Revenue \$ 73,073.)

PROVIDED VOLUNTEERS, HOME VISITS, RESPITE CARE, LIFELINE EMERGENCY NOTIFICATION SERVICES, HEALTH AND WELFARE TRAINING (INCLUDING SUICIDE PREVENTION AND AWARENESS TRAINING), AND TRANSPORTATION SERVICES TO HOMEBOUND SENIORS, VETERANS, AND DISABLED PERSONS TO PROMOTE INDEPENDENT LIVING AND PREVENT THEM FROM BEING INSTITUTIONALIZED.

4b (Code:) (Expenses \$ 219,151. including grants of \$) (Revenue \$)

PROVIDED VOLUNTEER SERVICES TO PUBLIC AND NON-PROFIT COMMUNITY AGENCIES

4c (Code:) (Expenses \$ 56,447. including grants of \$) (Revenue \$)

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 1,209,760.

Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2019

02/20/20

Annual Basis

	Jan - Dec 19
Ordinary Income/Expense	
Income	
4060 · Donations - Equipment	68,997.01
4200 · Donations	137.59
4600 · Home Companion Respite Program	
4602 · Contributions	3,923.10
Total 4600 · Home Companion Respite Program	3,923.10
Transportation Donations	
4801 · Carson City	6,262.00
4802 · Nye County	3,805.00
4804 · River District	83.00
4805 · Elko	342.00
4806 · Yerington/Smith Valley/Hawthorn	1,822.00
4807 · Humboldt	6,308.22
4808 · Lyon	3,507.00
4809 · White Pine	1,530.00
Transportation Donations - Other	728.00
Total Transportation Donations	24,387.22
4030 · Contributions Income	
4050 · Restricted	8,273.59
4070 · Unrestricted	94,424.64
Total 4030 · Contributions Income	102,698.23
4110 · Grants	
4400 · State Grants	
State of Nevada ADSD	
4430 · Aging Services - PERS	24,114.24
4423 · Aging Services - NLRCC	36,207.60
4422 · Aging Services -Innovative Resp	128,005.71
4421 · Aging Service -Innovative Trans	79,931.95
4420 · Aging Svs-Rural RSVP-Pahrump	9,931.71
4415 · Aging Services - Dementia Grant	19,604.00
4413 · ADSD-HCP/Respite/TransportGrant	45,887.06
4410 · Aging Services - Homemaker	137,061.69
4406 · Aging Services - Volunteer	93,551.61
4407 · Aging Services - HCP Grant	10,637.91
4408 · Aging Services - Transportation	84,814.72
4409 · Aging Services - Lifeline	9,407.44
Total State of Nevada ADSD	679,155.64
4416 · CDBG - CDBG VIPS for Vets	1,025.00
4414 · FHN - Respite	116,930.70
4411 · FHN - Transportation	83,251.38
NV Department of Transportation	
4900 · Mobility Manager - Carson City	1,471.00
Total NV Department of Transportation	1,471.00
4400 · State Grants - Other	2,616.00
Total 4400 · State Grants	884,449.72
4401 · County Grants	35,102.00
4402 · City Grants	
CSSG	9,883.26
Total 4402 · City Grants	9,883.26
4501 · Corporation for Nat'l Service	139,716.00
4504 · Nevada Bar Foundation	25,000.00
4505 · Grants-Other	42,710.00
Total 4110 · Grants	1,136,860.98

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
 January through December 2019

	Jan - Dec 19
4150 · Miscellaneous Income	
Returned Check/CC Charges	2,697.46
4911 · Dividend Income	26.85
4150 · Miscellaneous Income - Other	6,635.38
Total 4150 · Miscellaneous Income	9,359.69
4170 · Program Rev	
CARELAW	
4792 · Lyon	100.00
4794 · NRS Section 19	2,867.91
4886 · Carson City	3,285.00
4887 · Douglas	100.00
4889 · Mineral	2,604.00
4892 · Humboldt	1,420.00
4899 · Pershing	1,000.00
CARELAW - Other	2,098.48
Total CARELAW	13,475.39
4440 · Farmers' Market-Coupons	
4441 · Farmers Market Admin	8,854.42
4440 · Farmers' Market-Coupons - Other	0.00
Total 4440 · Farmers' Market-Coupons	8,854.42
4760 · Lifeline Program-Northern NV	58,469.24
4803 · Lifeline Program-Lincoln County	5,527.00
4905 · US Food Distribution Program	
4922 · WIC Farmers Program	135,000.00
Total 4905 · US Food Distribution Program	135,000.00
Total 4170 · Program Rev	221,326.05
4190 · Reimbursed Expenses	2,003.85
4700 · Fundraising Rev	
4785 · Baskets/Raffle	109.23
Fireworks	7,500.00
4710 · Fair Revenue	
4719 · Electric	190.00
4720 · Vendors	12,212.00
4721 · Carnival	52,078.00
4722 · Beer Booth	7,825.00
4723 · Overnight Parking	88.00
4710 · Fair Revenue - Other	7,326.00
Total 4710 · Fair Revenue	79,719.00
4740 · July 4th Revenue	
4746 · Fireworks	13,150.00
Total 4740 · July 4th Revenue	13,150.00
4700 · Fundraising Rev - Other	90.00
Total 4700 · Fundraising Rev	100,568.23
Total Income	1,670,261.95
Gross Profit	1,670,261.95
Expense	
5351 · Reimbursements	79.92
66900 · Reconciliation Discrepancies	-1,703.45
5448 · Online Contribution Fees	27.65
5489 · CARELaw client direct expenses	1,362.74
5300 · Program Expenses	
Employee Advance	121.21
Advertising	42,607.37

Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2019

02/20/20

Accrual Basis

	Jan - Dec 19
Lifeline Phones	27,199.12
5439 · Equipment Rental - Other	21,995.07
Total 5439 · Equipment Rental	49,778.55
5443 · Utilities	
6400 · Gas and Electric	7,276.32
Total 5443 · Utilities	7,276.32
5445 · Interest Expense	
6210 · Finance Charge	460.44
6220 · Loan Interest	630.63
Total 5445 · Interest Expense	1,091.07
5446 · Bank Service Charges	1,688.23
5450 · Equipment (Non-capitalized)	
Java Music Kits	8,148.77
Other Equipment	429.00
Freedom Alert Units	10,729.50
Computer	19.00
5450 · Equipment (Non-capitalized) - Other	299.97
Total 5450 · Equipment (Non-capitalized)	19,626.24
5471 · Dues and Subscriptions	8,590.29
6150 · Depreciation Expense	
5463 · Vehicle Expense	37.95
Total 6150 · Depreciation Expense	37.95
6180 · Insurance	
5432 · Group Insurance	75,909.37
5433 · CIMA Prof Liability Insurance	20,815.70
5447 · Building Insurance	2,007.43
6180 · Insurance - Other	3,659.57
Total 6180 · Insurance	102,392.07
6230 · Licenses and Permits	1,700.95
6240 · Miscellaneous	656.51
6270 · Professional Fees	
6660 · Cache Pension Services	3,145.61
Web Hosting/Updates	485.00
5440 · Contractual Services	6,568.75
6650 · Accounting	3,540.00
6270 · Professional Fees - Other	15,432.22
Total 6270 · Professional Fees	29,171.58
6300 · Repairs	
5437 · Equipment Repairs & Service	
Pacific States Communications	210.00
Total 5437 · Equipment Repairs & Service	210.00
5441 · Building Maintenance	3,863.48
Total 6300 · Repairs	4,073.48
6560 · Payroll	
5425 · Retirement Plan-Contribution	17,790.48
5430 · Medicare	7,317.59
5431 · FICA	31,288.99
5434 · Workman's Comp	7,768.33
5435 · Unemployment	11,531.80
6560 · Payroll - Other	37,545.25

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
January through December 2019

	Jan - Dec 19
Total 6560 · Payroll	113,242.44
5300 · Program Expenses - Other	687.61
Total 5300 · Program Expenses	1,415,485.00
5492 · US Food Distribution	
5496 · Farmers Market Administration	11,619.54
5497 · Farmers' Market Vendors	123,380.46
5499 · USDA Commodities Expense	75.74
Total 5492 · US Food Distribution	135,075.74
5600 · Fundraising	
5621 · Licenses & Permits	3,661.86
5622 · Advertising Expense	3,732.50
5625 · Security/Ins/Misc	35,437.69
5626 · Administrative	5,014.11
5641 · Credit Card Sales Expense	-220.00
5600 · Fundraising - Other	1,789.22
Total 5600 · Fundraising	49,415.38
Total Expense	1,599,742.98
Net Ordinary Income	70,518.97
Other Income/Expense	
Other Income	
7301 · Other revenue/expense	-1,054.24
Total Other Income	-1,054.24
Net Other Income	-1,054.24
Net Income	69,464.73

Nevada Rural Counties RSVP Program, Inc.
Balance Sheet
 As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
1005 · Plumas Bank - Checking 2690	31,978.84
1006 · Plumas Bank-Federal 0789	16,396.94
1009 · CareLaw Cash Account 0889	1,104.04
1070 · Smith Barney Account	
1072 · Morgan Stanley Insured Deposit	20,398.19
Total 1070 · Smith Barney Account	20,398.19
1080 · PETTY CASH	200.00
Total Checking/Savings	70,078.01
Accounts Receivable	
1200 · Accounts Receivable	
1210 · Grants Receivable	20,529.95
1220 · Reimbursements Receivable	72,884.44
1200 · Accounts Receivable - Other	12,293.80
Total 1200 · Accounts Receivable	105,708.19
Total Accounts Receivable	105,708.19
Total Current Assets	175,786.20
Fixed Assets	
1500 · EQUIPMENT	
Depreciation	-104,074.51
Original Cost	102,794.54
1500 · EQUIPMENT - Other	1,279.97
Total 1500 · EQUIPMENT	0.00
1600 · VEHICLES	
Depreciation	-233,719.26
Original Cost	438,188.91
Total 1600 · VEHICLES	204,469.65
Total Fixed Assets	204,469.65
Other Assets	
1700 - Security Deposit	350.00
1430 · Prepaid Expenses	
1431 · Prepaid Expense-Service Contrac	5,665.52
1430 · Prepaid Expenses - Other	6,293.08
Total 1430 · Prepaid Expenses	11,958.60
Total Other Assets	12,308.60
TOTAL ASSETS	392,564.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	71,648.65
Total Accounts Payable	71,648.65
Credit Cards	
0026 · Plumas Card - Control	
0042 · Plumas Card- K. Caldwell-Weil	105.00
0067 · Plumas Card- S. Severance	4,357.64
0034 · Plumas Card- L. Myles	3,820.78
0059 · Plumas Card- S. Nichols	4,745.50
0026 · Plumas Card - Control - Other	-498.07

Nevada Rural Counties RSVP Program, Inc.

Balance Sheet

As of December 31, 2019

02/20/20

Accrual Basis

	Dec 31, 19
Total 0026 · Plumas Card - Control	12,530.85
110 · Capital One - 9987	-21.80
2010 · Chase Ink - 8828	42,151.70
Total Credit Cards	54,660.75
Other Current Liabilities	
2300 · Plumas Line of Credit 0014	40,000.00
2505 · Deferred Income	30,669.56
2100 · Payroll Liabilities	
2200 · Federal Withholding Tax Payable	-11.00
2210 · FICA Withholding Tax Payable	-57.78
2215 · Medicare Withholding Tax Payable	-13.52
2221 · Unemployment Insurance Payable	5,537.63
2100 · Payroll Liabilities - Other	2.00
Total 2100 · Payroll Liabilities	5,457.33
2110 · Direct Deposit Liabilities	-73.97
2700 · Payroll Deductions	
27270 · AFLAC	818.88
2715 · United Way No NV Donations	50.00
Total 2700 · Payroll Deductions	868.88
2730 · Payroll Accruals	
2735 · Wages Payable	14,950.42
2740 · Vacation Payable	29,144.90
Total 2730 · Payroll Accruals	44,095.32
Total Other Current Liabilities	121,017.12
Total Current Liabilities	247,326.52
Total Liabilities	247,326.52
Equity	
1110 · Retained Earnings	84,558.86
3000 · Opening Bal Equity	-29,536.61
3050 · Fund Balance-Vehicle Restricted	12,798.00
3100 · Initial Fund Balance-Equipment	7,952.95
Net Income	69,464.73
Total Equity	145,237.93
TOTAL LIABILITIES & EQUITY	392,564.45

Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2018

03/27/19

Accrual Basis

	Jan - Dec 18
Ordinary Income/Expense	
Income	
4600 · Home Companion Respite Program	
4602 · Contributions	5,809.00
Total 4600 · Home Companion Respite Program	5,809.00
Transportation Donations	
4801 · Carson City	7,605.50
4802 · Nye County	1,812.00
4804 · River District	103.00
4805 · Elko	910.00
4806 · Yerington/Smith Valley/Hawthorn	76.00
4807 · Humboldt	2,459.00
4808 · Lyon	2,011.20
4809 · White Pine	260.00
Transportation Donations - Other	185.00
Total Transportation Donations	15,421.70
4030 · Contributions Income	
4050 · Restricted	10,125.30
4070 · Unrestricted	19,310.80
4030 · Contributions Income - Other	26.00
Total 4030 · Contributions Income	29,462.10
4040 · Donated Professional services	1,827.00
4110 · Grants	
4400 · State Grants	
4416 · CDBG - CDBG VIPS for Vets	5,044.71
4414 · FHN - Respite	146,903.26
4411 · FHN - Transportation	98,521.07
Total 4400 · State Grants	250,469.04
State of Nevada ADSD	
4422 · Aging Svcs - Innovative Respite	49,985.79
4421 · Aging Svcs - Innovative Trans	27,675.05
4420 · Aging Svcs-Rural RSVP-Pahrump	7,500.00
4415 · Aging Services - Dementia Grant	31,578.78
4413 · HCP/Respite/TransportationGrant	111,907.24
4410 · Aging Services - Homemaker	109,536.00
4408 · Aging Services - Transportation	56,768.48
4409 · Aging Services - Lifeline	34,653.05
Total State of Nevada ADSD	429,604.39
4401 · County Grants	76,887.00
4402 · City Grants	
CSSG	7,738.92
4402 · City Grants - Other	25,678.74
Total 4402 · City Grants	33,417.66
4501 · Corporation for Nat'l Service	150,102.73
4504 · Nevada Bar Foundation	25,265.40
4505 · Grants-Other	163,268.00
Total 4110 · Grants	1,129,014.22
4150 · Miscellaneous Income	
4910 · Interest Earned - Federal	0.49
4911 · Dividend Income	46.34
4917 · Interest Earned - Non Federal	5.85
4150 · Miscellaneous Income - Other	4,199.48
Total 4150 · Miscellaneous Income	4,252.16
4170 · Program Rev	

Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2018

03/27/19

Accrual Basis

	Jan - Dec 18
CARELAW	
4792 · Lyon	250.00
4794 · NRS Section 19	5,851.65
4886 · Carson City	5,555.00
4889 · Mineral	1,214.00
4892 · Humboldt	8,685.00
Total CARELAW	21,555.65
4440 · Farmers' Market-Coupons	
4441 · Farmers Market Admin	12,205.50
4440 · Farmers' Market-Coupons - Other	125,000.00
Total 4440 · Farmers' Market-Coupons	137,205.50
4760 · Lifeline Program-Northern NV	67,637.30
4803 · Lifeline Program-Lincoln County	5,436.00
Total 4170 · Program Rev	231,834.45
4700 · Fundraising Rev	
4785 · Baskets/Raffle	2,096.00
Fireworks	11,799.25
4710 · Fair Revenue	
4719 · Electric	255.00
4720 · Vendors	17,403.00
4721 · Carnival	45,579.00
4722 · Beer Booth	10,856.00
4724 · Advertising	4,500.00
Total 4710 · Fair Revenue	78,593.00
4700 · Fundraising Rev - Other	1,150.00
Total 4700 · Fundraising Rev	93,638.25
4903 · United Way of Northern Nevada	12,505.46
4909 · United Way of Southern Nevada	91.16
4904 · Volunteer Expense Reimbursement	5.00
Total Income	1,523,860.50
Gross Profit	1,523,860.50
Expense	
66900 · Reconciliation Discrepancies	0.00
5489 · CARELaw client direct expenses	-970.91
5300 · Program Expenses	
Advertising	55,964.73
Bad Debt	315.00
Salaries & Wages	
S&W-Transportation Coordinator	32,719.92
S&W-Program Coordinator	34,190.50
S&W-Respite Coordinator	20,992.50
S&W-CARE Law Program Director	17,904.00
S&W-Program Director	40,177.00
S&W-Program-Assistant	26,051.28
S&W-Program-Volunteer Manager	8,600.00
S&W-Accounting Assistant	7,748.00
Director of Development	44,436.00
Executive Director	78,326.07
S & W-Controller	12,796.00
Salaries & Wages - Other	39,960.36
Total Salaries & Wages	363,901.63
Vehicle Expenses	
Auto Fuel	27,554.50
Insurance	13,655.00

Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2018

03/27/19

Accrual Basis

	Jan - Dec 18
Repairs and maintenance	11,889.58
Total Vehicle Expenses	53,099.08
Volunteer Expenses	
Uniforms	1,157.35
Awards & Recognition	5,331.38
Background Checks	3,164.47
Cards, Flowers	214.24
Insurance	4,078.57
Lodging	479.26
Meals	2,150.34
Mileage	164,550.60
Recruitment	333.16
Stipends	84,875.00
Training	12,033.86
Total Volunteer Expenses	278,368.23
5340 · Rent	4,000.00
5341 · Printing/Reproduction/Promo	12,427.76
5342 · Supplies	
6780 · Computer	12,399.26
6790 · Office	15,976.62
5342 · Supplies - Other	1,566.10
Total 5342 · Supplies	29,941.98
5343 · Postage and Delivery	10,064.75
5344 · Telephone	
Internet Access	3,535.47
Cellular Phone	2,358.33
5344 · Telephone - Other	14,817.38
Total 5344 · Telephone	20,711.18
5350 · Staff Travel and Meals	
Mileage/auto fuel	9,804.41
5345 · Staff Meals	4,202.72
5438 · Staff Training	1,528.66
5832 · Lodging	8,620.16
6380 · Travel	1,768.57
Total 5350 · Staff Travel and Meals	25,924.52
5420 · Contract Labor	125,364.00
5439 · Equipment Rental	
GreatAmerican Financial Service	2,399.40
Lifeline phones-peripherals	67.86
Lifeline Phones	60,562.78
5439 · Equipment Rental - Other	609.23
Total 5439 · Equipment Rental	63,639.27
5443 · Utilities	
6400 · Gas and Electric	5,680.16
Total 5443 · Utilities	5,680.16
5446 · Bank Service Charges	3,485.41
5450 · Equipment (Non-capitalized)	
Java Music Kits	14,000.00
Freedom Alert Units	11,262.12
Computer	2,176.44
Total 5450 · Equipment (Non-capitalized)	27,438.56
5471 · Dues and Subscriptions	5,409.38
6180 · Insurance	
5432 · Group Insurance	79,405.11

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Nevada Rural Counties RSVP Program, Inc.

Profit & Loss

January through December 2018

03/27/19

Accrual Basis

	Jan - Dec 18
5433 · CIMA Prof Liability Insurance	3,726.41
5447 · Building Insurance	7,630.35
6180 · Insurance - Other	-55.19
Total 6180 · Insurance	90,706.68
6230 · Licenses and Permits	164.00
6240 · Miscellaneous	320.48
6270 · Professional Fees	
6660 · Cache Pension Services	3,106.64
Web Hosting/Updates	3,354.50
5440 · Contractual Services	8,517.13
6650 · Accounting	14,327.00
6270 · Professional Fees - Other	399.45
Total 6270 · Professional Fees	29,704.72
6300 · Repairs	
5441 · Building Maintenance	4,647.83
Total 6300 · Repairs	4,647.83
6560 · Payroll	
5425 · Retirement Plan-Contribution	19,806.42
5430 · Medicare	5,857.26
5431 · FICA	25,044.84
5434 · Workman's Comp	5,786.32
5435 · Unemployment	10,859.74
6560 · Payroll - Other	42,148.98
Total 6560 · Payroll	109,503.56
Total 5300 · Program Expenses	1,320,782.91
5492 · US Food Distribution	
5497 · Farmers' Market Vendors	119,057.20
Total 5492 · US Food Distribution	119,057.20
5600 · Fundraising	
5621 · Licenses & Permits	7,948.79
5622 · Advertising Expense	124.80
5625 · Security/Ins/Misc	43,778.28
Total 5600 · Fundraising	51,851.87
Total Expense	1,490,721.07
Net Ordinary Income	33,139.43
Net Income	33,139.43

Nevada Rural Counties RSVP Program, Inc.

Balance Sheet

As of December 31, 2018

03/27/19

Accrual Basis

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
1005 · Plumas Bank - Checking	24,175.22
1006 · Plumas Bank-Federal	46.19
1007 · Plumas Bank-Non Federal	362.26
1009 · CareLaw Cash Account	1,657.78
1070 · Smith Barney Account	
1072 · Morgan Stanley Insured Deposit	<u>50,371.34</u>
Total 1070 · Smith Barney Account	50,371.34
1080 · PETTY CASH	<u>200.00</u>
Total Checking/Savings	76,812.79
Accounts Receivable	
1200 · Accounts Receivable	
1210 · Grants Receivable	14,787.00
1200 · Accounts Receivable - Other	<u>5,631.80</u>
Total 1200 · Accounts Receivable	20,418.80
Total Accounts Receivable	<u>20,418.80</u>
Total Current Assets	97,231.59
Fixed Assets	
1500 · EQUIPMENT	
Depreciation	-103,782.65
Original Cost	102,794.54
1500 · EQUIPMENT - Other	<u>1,279.97</u>
Total 1500 · EQUIPMENT	291.86
1600 · VEHICLES	
Depreciation	-202,773.65
Original Cost	<u>351,942.65</u>
Total 1600 · VEHICLES	149,169.00
Total Fixed Assets	149,460.86
Other Assets	
1700 - Security Deposit	300.00
1430 · Prepaid Expenses	
1431 · Prepaid Expense-Service Contrac	2,865.52
1430 · Prepaid Expenses - Other	<u>2,565.66</u>
Total 1430 · Prepaid Expenses	5,431.18
Total Other Assets	<u>5,731.18</u>
TOTAL ASSETS	<u>252,423.63</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	58,927.06
Total Accounts Payable	58,927.06
Other Current Liabilities	
2760 · Accrued Expense	367.08
2100 · Payroll Liabilities	
2210 · FICA Withholding Tax Payable	-46.38
2215 · Medicare Withholding Tax Payable	-10.86
2221 · Unemployment Insurance Payable	1,087.45
2100 · Payroll Liabilities - Other	<u>2.00</u>

Nevada Rural Counties RSVP Program, Inc.

Balance Sheet

As of December 31, 2018

03/27/19

Accrual Basis

	Dec 31, 18
Total 2100 · Payroll Liabilities	1,032.21
2730 · Payroll Accruals	
2740 · Vacation Payable	12,630.48
Total 2730 · Payroll Accruals	12,630.48
Total Other Current Liabilities	14,029.77
Total Current Liabilities	72,956.83
Total Liabilities	72,956.83
Equity	
1110 · Retained Earnings	125,576.42
3050 · Fund Balance-Vehicle Restricted	12,798.00
3100 · Initial Fund Balance-Equipment	7,952.95
Net Income	33,139.43
Total Equity	179,466.80
TOTAL LIABILITIES & EQUITY	252,423.63

2:17 PM

04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
 January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
4600 · Home Companion Respite Program	3,609.00
4602 · Contributions	
Total 4600 · Home Companion Respite Program	3,609.00
Transportation Donations	
4801 · Carson City	7,097.00
4802 · Nye County	2,823.00
4805 · Elko	1,445.00
4806 · Yerington/Smith Valley	328.00
4807 · Humboldt	2,855.00
4808 · Lyon	2,471.09
Total Transportation Donations	17,019.09
4030 · Contributions Income	
4050 · Restricted	8,837.00
4070 · Unrestricted	14,066.15
4030 · Contributions Income - Other	2,025.00
Total 4030 · Contributions Income	24,928.15
4040 · Donated Professional services	1,120.22
4110 · Grants	
4400 · State Grants	
4416 · CDBG - CDBG VIPS for Vets	3,232.29
4414 · FHN - Respite	99,416.34
4411 · FHN - Transportation	42,297.55
Total 4400 · State Grants	144,946.18
State of Nevada ADSD	
4415 · Aging Services - Dementia Grant	7,500.00
4413 · HCP/Respite/Transportation Grant	152,740.68
4410 · Aging Services - Homemaker	99,572.00
4408 · Aging Services - Transportation	47,881.00
4409 · Aging Services - Lifeline	40,781.00
Total State of Nevada ADSD	348,474.68
4401 · County Grants	58,433.00
4402 · City Grants	
CSSG	28,766.11
4402 · City Grants - Other	13,511.00
Total 4402 · City Grants	42,277.11
4501 · Corporation for Nat'l Service	131,297.97
4504 · Nevada Bar Foundation	38,000.00
4505 · Grants-Other	129,431.75
Total 4110 · Grants	892,860.69
4150 · Miscellaneous Income	
4910 · Interest Earned - Federal	0.87
4911 · Dividend Income	7.16
4917 · Interest Earned - Non Federal	5.73
4150 · Miscellaneous Income - Other	5,124.69
Total 4150 · Miscellaneous Income	5,138.45
4170 · Program Rev	
CARELAW	
4794 · NRS Section 19	6,623.40
4800 · Churchill	25.00
4886 · Carson City	2,560.00
4889 · Mineral	1,192.00
4892 · Humboldt	6,585.00

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04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
 January through December 2017

	Jan - Dec 17
4893 · Storey County	380.00
4899 · Pershing	200.00
Total CARELAW	17,565.40
4440 · Farmers' Market-Coupons	12,205.00
4441 · Farmers Market Admin	119,257.20
4440 · Farmers' Market-Coupons - Other	
Total 4440 · Farmers' Market-Coupons	131,462.20
4760 · Lifeline Program-Northern NV	79,306.39
4803 · Lifeline Program-Lincoln County	7,010.00
Total 4170 · Program Rev	235,343.99
4700 · Fundraising Rev	17,350.00
Fireworks	
4710 · Fair Revenue	
4719 · Electric	550.00
4720 · Vendors	18,770.00
4721 · Carnival	51,687.00
4722 · Beer Booth	17,536.00
4723 · Overnight Parking	50.00
4724 · Advertising	4,200.00
Total 4710 · Fair Revenue	92,793.00
Total 4700 · Fundraising Rev	110,143.00
4903 · United Way of Northern Nevada	8,274.64
4909 · United Way of Southern Nevada	219.54
Total Income	1,298,656.77
Gross Profit	1,298,656.77
Expense	930.42
5489 · CARELaw client direct expenses	
5300 · Program Expenses	11,240.86
Advertising	205.00
Bad Debt	
Salaries & Wages	
S&W-Transportation Coordinator	29,479.68
S&W-Program Coordinator	6,802.50
S&W-Respite Coordinator	18,678.00
S&W-CARE Law Program Director	16,208.00
S&W-Program Director	34,850.00
S&W-Program-Assistant	14,958.72
S&W-Program-Volunteer Manager	1,232.00
S&W-Accounting Assistant	13,143.00
Director of Development	45,441.00
Executive Director	67,927.93
S & W-Controller	53,454.00
Salaries & Wages - Other	33,877.60
Total Salaries & Wages	336,052.43
Vehicle Expenses	14,251.47
Auto Fuel	11,492.01
Insurance	11,283.96
Repairs and maintenance	
Total Vehicle Expenses	37,027.44
Volunteer Expenses	1,223.57
Uniforms	6,871.66
Awards & Recognition	2,621.17
Background Checks	1,433.93
Cards, Flowers	

2:17 PM

04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
 January through December 2017

	Jan - Dec 17
Insurance	4,829.01
Lodging	117.68
Meals	2,573.84
Mileage	95,849.93
Recruitment	55.06
Stipends	77,350.00
Training	572.90
Total Volunteer Expenses	193,498.75
5340 · Rent	4,812.00
5341 · Printing/Reproduction/Promo	15,923.84
5342 · Supplies	
6780 · Computer	4,378.66
6790 · Office	15,944.52
5342 · Supplies - Other	102.75
Total 5342 · Supplies	20,425.93
5343 · Postage and Delivery	9,832.08
5344 · Telephone	
Internet Access	3,096.53
Cellular Phone	2,689.31
5344 · Telephone - Other	11,903.64
Total 5344 · Telephone	17,689.48
5350 · Staff Travel and Meals	
Mileage/auto fuel	9,284.02
5345 · Staff Meals	4,390.59
5438 · Staff Training	2,229.00
5832 · Lodging	8,423.14
6380 · Travel	2,407.34
Total 5350 · Staff Travel and Meals	26,734.09
5420 · Contract Labor	110,456.00
5439 · Equipment Rental	
GreatAmerican Financial Service	2,399.40
Lifeline phones-peripherals	562.60
Lifeline Phones	91,960.12
5439 · Equipment Rental - Other	1,828.12
Total 5439 · Equipment Rental	96,750.24
5443 · Utilities	
6400 · Gas and Electric	8,559.52
Total 5443 · Utilities	8,559.52
5446 · Bank Service Charges	4,963.98
5450 · Equipment (Non-capitalized)	
Other Equipment	3,700.00
Freedom Alert Units	11,208.65
Total 5450 · Equipment (Non-capitalized)	14,908.65
5471 · Dues and Subscriptions	3,144.80
6180 · Insurance	
5432 · Group Insurance	63,028.27
5433 · CIMA Prof Liability Insurance	1,159.41
5447 · Building Insurance	6,772.29
Total 6180 · Insurance	70,959.97
6230 · Licenses and Permits	93.25
6240 · Miscellaneous	518.57
6270 · Professional Fees	
6660 · Cache Pension Services	3,114.63

2:17 PM

04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Profit & Loss
January through December 2017

	Jan - Dec 17
Web Hosting/Updates	3,121.50
5440 · Contractual Services	16,888.01
6280 · Legal Fees	54.00
6650 · Accounting	13,620.22
6270 · Professional Fees - Other	320.00
Total 6270 · Professional Fees	37,118.36
6300 · Repairs	
5437 · Equipment Repairs & Service	
Pacific States Communications	539.00
Total 5437 · Equipment Repairs & Service	539.00
5441 · Building Maintenance	3,045.78
Total 6300 · Repairs	3,584.78
6560 · Payroll	
5425 · Retirement Plan-Contribution	16,547.56
5430 · Medicare	4,842.24
5431 · FICA	20,704.71
5434 · Workman's Comp	7,097.00
5435 · Unemployment	12,953.11
6560 · Payroll - Other	64.00
Total 6560 · Payroll	62,208.62
5300 · Program Expenses - Other	9.25
Total 5300 · Program Expenses	1,086,717.89
5492 · US Food Distribution	
5497 · Farmers' Market Vendors	119,257.20
Total 5492 · US Food Distribution	119,257.20
5600 · Fundraising	
5621 · Licenses & Permits	7,363.65
5622 · Advertising Expense	3,670.00
5625 · Security/Ins/Misc	38,806.17
Total 5600 · Fundraising	49,839.82
Total Expense	1,256,745.33
Net Ordinary Income	41,911.44
Net Income	41,911.44

2:18 PM

04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Balance Sheet
As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1005 · Mutual of Omaha Bank - Checking	36,025.16
1006 · Mutual of Omaha Bank-Federal	91.14
1007 · Mutual of Omaha Bank-Non Federa	23,694.95
1009 · CareLaw Cash Account	691.43
1070 · Smith Barney Account	
1072 · Smith Barney Insured Deposit	47,149.21
Total 1070 · Smith Barney Account	47,149.21
1080 · PETTY CASH	200.00
Total Checking/Savings	107,851.89
Accounts Receivable	
1200 · Accounts Receivable	
1210 · Grants Receivable	33,851.17
1200 · Accounts Receivable - Other	8,489.94
Total 1200 · Accounts Receivable	42,341.11
Total Accounts Receivable	42,341.11
Total Current Assets	150,193.00
Fixed Assets	
1500 · EQUIPMENT	
Depreciation	-101,862.26
Original Cost	102,794.54
1500 · EQUIPMENT - Other	-1,279.97
Total 1500 · EQUIPMENT	2,212.25
1600 · VEHICLES	
Depreciation	-170,921.63
Original Cost	268,832.65
Total 1600 · VEHICLES	97,911.02
Total Fixed Assets	100,123.27
Other Assets	
1700 - Security Deposit	300.00
1430 · Prepaid Expenses	
1431 · Prepaid Expense-Service Contrac	3,344.72
1430 · Prepaid Expenses - Other	5,268.19
Total 1430 · Prepaid Expenses	8,612.91
Total Other Assets	8,912.91
TOTAL ASSETS	259,229.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	44,557.65
Total Accounts Payable	44,557.65
Other Current Liabilities	
2760 · Accrued Expense	541.00
2505 · Deferred Income	29,122.00
2100 · Payroll Liabilities	
2210 · FICA Withholding Tax Payable	476.79
2215 · Medicare Withholding Tax Payable	111.50
2221 · Unemployment Insurance Payable	1,321.65

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04/05/18

Accrual Basis

Nevada Rural Counties RSVP Program, Inc.
Balance Sheet
As of December 31, 2017

	<u>Dec 31, 17</u>
2100 · Payroll Liabilities - Other	<u>8,440.28</u>
Total 2100 · Payroll Liabilities	10,350.22
2700 · Payroll Deductions	
27270 · AFLAC	<u>116.30</u>
Total 2700 · Payroll Deductions	116.30
2730 · Payroll Accruals	
2740 · Vacation Payable	<u>11,977.95</u>
Total 2730 · Payroll Accruals	11,977.95
Total Other Current Liabilities	<u>52,107.47</u>
Total Current Liabilities	<u>96,665.12</u>
Total Liabilities	96,665.12
Equity	99,901.67
1110 · Retained Earnings	12,798.00
3050 · Fund Balance-Vehicle Restricted	7,952.95
3100 · Initial Fund Balance-Equipment	<u>41,911.44</u>
Net Income	<u>162,564.06</u>
Total Equity	<u>259,229.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>259,229.18</u></u>



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Total records: 1

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Result Page: 1

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Your search for NEVADA RURAL COUNTIES RSVP PROGRAM INC* returned the following results...

Entity	NEVADA RURAL COUNTIES RSVP PROGRAM INC	Status: Active
DUNS: 067867080	CAGE Code: 4FBM5	View Details
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 11/12/2020	Debt Subject to Offset?: No	
Purpose of Registration: Federal Assistance Awards		

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Tuesday, October 6, 2020

Dear Mirjana Gavric, Grants Administrator, Carson City,

On behalf of Carson City Senior Center Meals on Wheels, Inc. and Nevada Rural Counties RSVP Program, Inc., please accept this joint letter of support dually recognizing both organizations for their exemplary efforts serving Carson City seniors. While it may appear that our organizations serve the same function, they are unique in many ways, ensuring they provide the essential services our seniors need and deserve.

As Carson City continues to experience rapid growth in its senior population, non-profits like ours, offer programs, services and resources for seniors to access ultimately reducing the strain on public services, reducing hospital visits and maintaining a seniors' independence and dignity.

Carson City Senior Center, Inc, has been a senior service provider for over 46 years, committed to providing resources, services and support for seniors to live their fullest lives possible. Most recognizable is its Meals on Wheels program providing critical nutrition services by means of a weekday delivery of a fresh, nutritious meal to the City's most vulnerable homebound seniors while checking in on the commonly isolated senior with a friendly visit. For fiscal year, 2019/2020, Carson City Meals on Wheels delivered over 110,000 meals to homebound seniors and did not miss a beat to continue services safely during the height of the COVID pandemic when its services were needed the most.

Nevada Rural Counties RSVP Program, Inc, has been a pillar in the Carson City community since 1974. Its comprehensive list of services includes transportation, home companion, respite care, homemaker, legal services, veterans' services, farmer's market coupons, senior exercise and a robust volunteer program that benefits many organizations within the Carson City community. Through its successful programs, thousands of seniors remain at home and out of costly institutions. The result has been millions of dollars in savings to taxpayers for long-term care, and enabled seniors to live out their lives with dignity in their own homes where they are the happiest and healthiest and still a part of the Carson City community.

It is unique that two non-profit organizations operate as collaboratively as we do. We continually work together, promoting each organization's specific programs that benefit the seniors we interact with. COVID offered challenges to reach seniors and we partnered early this summer to use the Carson City Senior Center's facility to distribute Rural RSVP's farmer's market coupons. We continually refer seniors to each other's organization stretching resources within the Carson City community even further and avoid duplicating programs and services each other offer.



While funding continually remains limited to flat-funded for senior service providers, the demand for services steadily rises. Non-profits like ours, continue to look for creative ways to raise funds, apply for grants and appeal to the community for donations. Receiving funding from the CSSG five-year program gives assurance that both organizations can continue to provide the critical services necessary for Carson City seniors to remain independent in their homes, living dignified lives.

We are honored to support each other's application for the CSSG five-year grant funding. Your consideration for both of our applications is greatly appreciated.

Our best,

A handwritten signature in blue ink, appearing to read 'Courtney Warner'.

Courtney Warner
Executive Director
Carson City Senior Center, Inc
Meals on Wheels
(775) 883-0703

A handwritten signature in blue ink, appearing to read 'Melanie Barkley'.

Melanie Barkley
Interim CEO
Nevada Rural Counties RSVP Program, Inc
(775) 687-4680

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT
- CURRENTLY FUNDED APPLICANT (AMOUNT \$ _____)

APPLICANT INFORMATION

Agency Name: Northern Nevada Dream Center	
Agency Mailing Address: 3579 Highway 50 East #211. Carson City, NV 89701	
Project Name: Door-to-Door Deliveries	
Project Address/Location: 3579 Highway 50 East #211. Carson City, NV 89701	
Contact Person: Susan Sorenson	
Phone Number: 775-443-4090	Email: ssorenson@nndreamcenter.org
Fax:	Website (if applicable): https://nndreamcenter.org/

FISCAL MANAGER

Name:	Jess Grant
Title:	Board of Director, Treasurer
Phone number:	775-443-4090
Email:	jessgrant0522@me.com

PROJECT FUNDING

Requested amount	\$13,000
Other funding for the same project	\$13,000
Total project cost	\$26,000

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input checked="" type="checkbox"/> SENIOR CITIZEN SERVICES	<input type="checkbox"/> HEALTH/DENTAL SERVICES
<input type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

INSTRUCTIONS FOR APPLICATION

Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

The Northern Nevada Dream Center was founded in 2014 with a mission to bring hope and relief to individuals and families in need by providing support and services that address hunger, poverty, homelessness, addiction, education, and well-being. We began as an all-volunteer organization and our first program was to secure the funding and support needed to provide food for those facing the issues of hunger and food insecurity with our Reach the Hungry Program. We have also grown in scope and reach to address other critical needs in our community and filling those gaps by providing additional services including: DC Hire, a program providing job readiness training; Rescue Campaign, a program that provides assistance for rental and utility payments, emergency shelter with motel vouchers, as well as providing toiletries and clothing for the homeless; The Closet, a program that provides free clothing and household items for those in need; and DC Life, a collection of programs that address and provide support for addiction, mental health, and challenges facing our teens. Most recently we have developed an after-school program to assist students and the challenges that have resulted since the implementation of distance learning, and other learning models due to the impact of COVID 19.

Our Reach the Hungry program has expanded to provide other methods of delivery in order to overcome barriers to access food including adequate and accessible transportation that affects our community's most vulnerable citizens. We implemented delivery methods to bring needed groceries directly to those in need. These components of our Reach the Hungry Program include: Mobile Food Trucks, that make scheduled deliveries to low-income neighborhoods; Motel Outreach, a delivery method to bring groceries to those facing homelessness; and the addition of the program we are seeking to support with funds from this application: "Door-to-Door Delivery", providing groceries and other essential items and support to individuals at their residence.

The Door-to-Door Delivery project is integral for Carson City to function as a healthy and vibrant community, as it makes a critical contribution to the Social Determinants of Health (SDOH) that impact the health and quality of life for our citizens, especially our Senior Citizens. These social determinants are complex and include food stability and access to healthy and nutritious food as well as social, emotional, and spiritual support from friends, family and community. For older adults in particular, SDOH factors significantly impact their health and experiences aging, especially their ability to live independently and age in place.¹

Access to nutritious and affordable foods is important for maintaining a healthy lifestyle. For many older adults, food insecurity can lead to tradeoffs between basic needs such as paying rent and accessing necessary healthcare.² Our program addresses those concerns by making scheduled home deliveries to more than 300 Seniors in the Carson City area each month, providing groceries. A report produced by the Journal of the American Medical Association³ corroborates the situation with data collected from the Medicare Current Beneficiary Survey. The survey uses the 6-item version of the US Department of Agriculture's food security questionnaire asking if 1) their food had ever run out, 2) if they had no money to get more, 3) if they were unable to eat balanced meals, 4) cut meal size or skipped meals, 5) ate less than they ought, or 6) were hungry because of insufficient money. An affirmative response of two or more

¹ <https://impaqint.com>

² AARP. "Issue Brief: Social Determinants of Health and the Aging Population" pg. 2-3

³ <https://jamanetwork.com/journals/jamainternalmedicine/fullarticle/2751945>

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of the questions designates an individual with any 2 affirmative responses as food insecure. The report further states that nearly 1 in 10 Medicare enrollees 65 years and older experience food insecurity, suggesting both poor eating patterns that threaten health and inadequate access to other basic needs.

In addition to the issues of food insecurity, Social Connectedness is an important factor for health and well-being at all ages, and loneliness and isolation can worsen the risk of death and chronic conditions for older adults. Our program is unique in our ability to make personal connections on each delivery, helping to mitigate that risk⁴.

Addressing these issues on a personal, on-going basis is vital to the future of our valuable Senior Citizen population, and the success of Carson City as a desirable place to live. The Northern Nevada Dream Center is in a position to be a conduit to provide these essential services to our Senior Citizens. This ability results in positive impacts for our Senior Citizens and our Carson City Community.

Although there are similar services available for Senior Citizens in Carson City, the services we are providing are unique and non-duplicative. Many of the similar programs provide meals, not the groceries we deliver, as well as they take place away from the client's residence. This presents a barrier for many of the clients we are able to serve who either do not have access to reliable transportation, or who have issues with mobility. Our program is also unique in its model of one-to-one relationship building. With the consistency of monthly deliveries and visits, a level of trust is built with our Senior Citizen clients that enhances our ability to assess and assist our clients to access other services in our community that they need. Further exacerbating their living condition is that many do not have family or other support systems in the area.

With each Door-to-Door Delivery, we are able to provide the groceries needed to prepare three nutritious meals a day for a week. This not only addresses the issue of providing food stability, but also gives our clients a feeling of independence, competence, and making choices of what they would like to prepare and eat. These deliveries also provide the opportunity to share a visit, hold a hand, give a hug, pray together, and provide the social, emotional and spiritual connection that is often lost when our older citizens are living alone, feeling isolated, fearful, and experience a sense of loss.

Additionally, our Door-to-Door Deliveries are the opportunity to provide a little something our Senior Citizens might need from our Closet program such as a warm blanket or jacket as the cold of winter sets in. Or we might find out that their microwave, which is often their most reliable source of meal preparation, is no longer working, and we can make sure we find a replacement. Some of our Senior Citizens are allowed to have pets at their residence, and we are also able to provide pet food for them, helping to offset a cost in their limited budgets, as well as to support the needed companionship that their pet provides. We are also a checks and balance of communication for them, making sure they are getting to their medical and other essential appointments, as well as checking on any safety concerns.

Beyond the ability to address a critical service of providing food security, our Door-to-Door Delivery program is able to support our clients to ensure that they feel that they are a valuable and contributing member of our organization, and our community.

⁴ AARP. "Issue Brief: Social Determinants of Health and the Aging Population" pg. 4

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PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

A two-prong problem that is plaguing many of our Senior Citizens in Carson City is the negative health risks of food insecurity and social isolation.

The first issue, food insecurity, is most often a result of limited financial resources. 100% of the 300 Senior Citizen Clients that the Northern Nevada Dream Center is serving with our Door-to-Door Delivery program are low to extremely low-income level⁵. These Senior Citizens often forgo medical care; purchase low-cost, nutrient poor foods; and are making trade-offs between food and other basic necessities such as rent, utilities, and medication. Related food insecurity data from the Feeding America Map the Gap study shows the Carson City food insecurity rate at 14.7%.⁶ Research has determined that older adults who are food insecure are more likely to experience diabetes, congestive heart failure, hypertension, and limitations on activities of daily living, as well as being at higher risk of depression.⁷ Results of a survey conducted by AARP and IMPAQ International showed that 51% of older adults experiencing food insecurity were low-income.⁸ Furthermore, 22% of these older adults said they were concerned about making tradeoffs of nutritious food or other necessities as they age. These are contributing factors to their physical health.

The second issue, social isolation, is a risk factor resulting in poor aging outcomes, as reported by the National Institute on Aging. Their research⁹ has linked social isolation and the resulting loneliness that can manifest, to higher risks for a variety of physical and mental conditions: high blood pressure, heart disease, anxiety, depression and cognitive decline. Losing a sense of connection and community can change a person's perception of the world resulting in fear, mistrust, and a sense of helplessness.

The circumstances resulting in the problem of food insecurity and social isolation are complex and can often occur over time. Examples include the unexpected death of a spouse or partner, separation from friends or family, unexpected changes in financial stability, remote rural housing, retirement, an illness, loss of mobility, and lack of transportation can all be contributing factors.

Geographically, the area in Carson City that is affected are low-income neighborhoods with multi-complex residences, with a high number of Senior Citizens living in the area.¹⁰

Existing programs and services that assist with support in alleviating some issues of the problem include the Ron Woods FRC, Carson City Senior Center, and Carson City F.I.S.H. We work collaboratively with these and other service provider organizations ensuring that we are not duplicating services. However, what is unique about how our program addresses the problem and works toward a solution is our ability to connect on a personal level. Deliveries are made by a team of caring staff and volunteers who are mindful to ensure that each of our clients has the resources and the connection to the community to live a healthy and productive life. To further enhance our work to address the problem, we are able to mobilize and connect our clients to additional services that we can provide, as well as help them navigate access to other resources and services that are available in our community and from our collaborative partners.

⁵ Data collected from the Northern Nevada Dream Center OASIS software.

⁶ <https://map.feedingamerica.org/county/2018/overall/nevada/county/carson-city>

⁷ "Food Security, Health" Food Research & Action Center

⁸ https://impaqint.com/sites/default/files/issue-briefs/Issue%20Brief_SDOHandAgingPopulation_0.pdf

⁹ NIH- "Social isolation, loneliness in older people pose health risks"

¹⁰ Data collected from the Northern Nevada Dream Center OASIS software.

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GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

**NORTHERN NEVADA DREAM CENTER
DOOR-TO-DOOR DELIVERY PROJECT**

GOAL 1: To increase access for Senior Citizens living in Carson City to healthy and nutritious food in order to address the issues of food insecurity.

Objective 1

Increase the number of Senior Citizens receiving Door-to-Door Deliveries by 10%.

- **What:** Create flyers and brochures to distribute. Identify and schedule personal contact with individuals from service providers, government agencies, and faith-based community.
- **Who:** Staff, volunteers will coordinate the outreach with support from referral collaboration.
- **When:** This will be implemented and continued throughout the year.
- **How:** Program information will be produced, distributed, and posted in the media, on our website, and throughout the community. Personal contact will be scheduled for the deliveries. This will be measured by the number of clients served and the meals they are provided.

Objective 2

Ensure our food inventory of fresh produce, meat/poultry, eggs, dairy and canned goods is monitored for levels of supplies to meet the demand. Projected increased demand: 15%.

- **What:** Expand local supply connections through relationships with local and corporate grocery store entities to develop strategies to receive discounted pricing and/or donated surplus food supplies.
- **Who:** The Reach the Hungry coordinator will track and report to ensure the amount of food available for the program matches the level of increase in clients served and the number of meals delivered.
- **When:** The change will increase over time throughout the year, and is also expected to see fluctuations from month to month given the dynamics of our current national and local economies.
- **How:** Staff and volunteers will use our inventory database to generate reports that will be used to measure the amount of increase in demand that has taken place.

Objective 3

Increase the number of trained volunteers by 15% in order to meet the increase in demand for Door-to-Door Deliveries.

- **What:** A strategic volunteer recruitment campaign will be implemented, resulting in an increase of organizational capacity to schedule additional deliveries.
- **Who:** The Volunteer Coordinator and Volunteer Team Leaders will coordinate the recruitment campaign.
- **When:** The volunteer recruitment will be implemented in the fall of 2021. Added deliveries will be available as capacity increases.
- **How:** Potential hubs for volunteers will be identified, such as local businesses engaged in community involvement. This will be measured by the number of new volunteers and the number of increased deliveries.

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GOAL 2:

To connect Senior Citizens living in Carson City to community support in order to improve their health, safety, and social, emotional, and spiritual well-being.

Objective 1

- **What:** 100% of Seniors receiving Door-to-Door Deliveries will receive in-person connection to the community from Northern Nevada Dream Center volunteers and staff.
- **Who:** The Senior Citizens served will experience changes in their ability to cope with feelings of loneliness and isolation knowing they have a support system of caring community members. The change will be subjective for each individual.
- **When:** The connections will be made throughout the month when Door-to-Door Deliveries are made.
- **How:** Volunteers and staff will engage the Senior Citizens with their time and the questions they ask to find out how they are doing and feeling, and offer social, emotional, and spiritual support. This will be measured through client satisfaction surveys as well as reports submitted as applicable.

Objective 2

- **What:** 10% of the Seniors served will be referred to other available services through an assessment provided by Northern Nevada Dream Center volunteers and staff when applicable.
- **Who:** Volunteers will establish a level of trust and confidence with the Senior Citizens to determine what additional support or services might be needed.
- **When:** The change will be made when connections to needed services or resources are implemented throughout the year.
- **How:** The objective will be accomplished by communication with the Senior Citizen. This will be measured by data collection of the number of referrals made for the client to access additional community services and support.

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METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

Using a wrap-around approach of services for our Senior Citizen clients, we are able to address the two-prong problems of the negative health risks of food insecurity and social isolation with our Door-to-Door Delivery program. Providing consistent, free food, and building trusting relationships and community connections with caring volunteers improves the situation that exists of inadequate healthy food and the social isolation that is occurring amongst our Senior Citizen population. The delivery of food, and accompanying social contact to strengthen community connection is accomplished by going to the residences of our clients. The need for a program that provides delivery service directly to the Senior Citizens where they live was identified as a result of feedback from our clients, as well as input from our collaborative partners, friends, family and neighbors of the seniors, and other individuals throughout our community. The resulting Door-to-Door Delivery program became a game-changer of access for these services for our community's Senior Citizens. The program overcomes barriers due to lack of reliable transportation, mobility, and health issues. It removes the barriers of eligibility criteria required by other programs providing food. No one is turned away. It delivers groceries, so that our clients maintain control and choice of what they would like to eat, and when they would like to eat it. It opens up a platform to build personal, community connections on a consistent basis. It provides a mechanism of overseeing the living conditions and health of the seniors that is not intrusive in order to check that they are receiving the support and care they need including doctor appointments and medication. The Door-to-Door Delivery is an obvious and cost-effective solution to addressing the identified problem, as well as a conduit for access to meet additional needs and services provided by the Northern Nevada Dream Center and other providers.

A unique and important component of the program is the personal attention that each client receives. We are able to build relationships over time, strengthening our capacity and ability to address individual needs as we create a sense of community for our seniors.

The financial support of the CSSG funding will be leveraged with other resources to ensure continuity of the program and sustainability. We will be in a position to positively impact the numbers of seniors served, the amount of food we will be able to provide, and the number of deliveries we are able to schedule. The funding impacts the quality of life of these valuable citizens by ensuring their safety, dignity, and ability to live independently is maintained.

The Northern Nevada Dream Center provides training for all staff and volunteers with relevant information for the needs of this program and the clients served to ensure confidentiality, safety protocols, and communication skills. All Door-to-Delivery staff and volunteers are background checked prior to participating in the program.

The specific activities and methods of delivery for the two goals and corresponding objectives to meet the goals are identified and described in the responses to the Goals and Objectives Section above. We have ensured these Goals, Objectives and activities address the problem of the negative health risks of food insecurity and social isolation. We will be providing a robust process for our assessment and evaluations. Further, as with all of our programs and projects, we are also mindful in our implementation to ensure that these align with our organization's mission: *"The Northern Nevada Dream Center is a volunteer driven nonprofit organization with a mission to bring hope and relief to individuals and families in need by providing support and services that address hunger, poverty, homelessness, addiction, education and well-being."*

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**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

The Northern Nevada Dream Center Evaluation Plan includes an analysis of data that is collected and compiled from existing sources including our Oasis database, public sources, and surveys and interviews from stakeholders. The stakeholders for the project include our Senior Citizen participants, collaborative community partners and service providers (both private and government), and our Northern Nevada Dream Center staff, volunteers, and Board of Directors.

Our Evaluation Plan includes measurements and assessments to determine that our project is working and is meeting our goals and objectives. The plan for evaluation addresses the outcomes for benefits for the Senior Citizens in our community that we serve that include physical and mental health, improving the ability to find out about and connect to additional support services, and is having a positive effect on their overall quality of life.

The Evaluation Plan will include processes to:

- Assess the program for efficiency, effectiveness and customer satisfaction
- Measure changes and impacts on recipients
- Identify promising practices
- Identify areas that need improvement
- Make changes to strengthen and improve the program
- Compare performance over time and implement a system of continuous improvement
- Document accomplishments and success
- Increase accountability to funding sources to justify budget and grant requests
- Establish credibility within the community

The dynamics of the project are fluid, and are best evaluated with on-going assessments throughout the year. This process allows us to continually monitor progress toward our objectives, as well as to effectively manage any changes needed on a timely basis. An evaluation team, with internal and external members, will be identified prior to the grant implantation of July 1, 2021. The evaluation team members will have the experience, knowledge, and a vested investment in the health and well-being of our Senior Citizen population in order to be able to assess the progression, impact, and outcomes of the project. Assessments from the Evaluation Team will be provided with recommendations as applicable. This will strengthen our capacity and ability to address the individual needs of the Senior Citizens we serve.

Recipients of all of our Northern Nevada Dream Center programs and services are asked to fill out an intake form. All information provided is confidential and is entered into our Oasis database. Information and reports generated from the database is used to analyze and assess our operations and the effectiveness of our programs including the demographics of who we are serving, the types of services that are being utilized, growth in the numbers being served, and the use of our services. This instrument of our organization's operations has enabled us to operate cost effectively, fill gaps of services needed in our community, and strategically maintain sustainability of our programs and services.

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OBJECTIVE EVALUATION MEASUREMENTS for the Door-to-Door deliveries will be available through the Northern Nevada Dream Center Oasis database include:

- Number of clients served
- Number of deliveries made
- Number of meals provided
- Demographic information including income level
- Number of referrals to other services
- Number of volunteers

We will record the above information from 2020 as a baseline in order to monitor and record changes for the July 2021- June 2022 grant period for year one of the grant period funding.

SUBJECTIVE EVALUATION MEASUREMENT INSTRUMENTS:

- Client satisfaction survey.
- Other stakeholder's survey.
- Interviews with all stakeholders including clients.
- Volunteer and staff reports.
- Anecdotal stories provided by clients and other stakeholders of the impact of the project.

Evaluation reports will be generated, analyzed, and recommendations made to ensure the viability and success of the Door-to-Door delivery program.

Including quarterly assessments as a part of the design of the Evaluation Plan provides a timely mechanism for the Northern Nevada Dream Center to track the progress of our Door-to-Door Delivery project for our Senior Center clients and enhances our ability to determine that we are accomplishing the Goals and Objectives that our program is designed to meet. Additionally, the Evaluation Plan provides a process to continually monitor the viability of our program and the services it provides.

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SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

Northern Nevada Dream Center has a history of ensuring that our projects and our organization are sustainable. We have strategically aligned our growth and increase in programs and services provided with our ability to obtain diverse financial resources including grants, donations (both monetary and in-kind) and simple, cost effective fundraising. These have included food drives that have been implemented by many of our partners including individuals, businesses, and faith-based entities.

When the impact of COVID 19 began to significantly increase the demand for our Reach the Hungry program that includes the Door-to-Door deliveries, it became apparent that we would need to develop a plan that would be able to sustain this increase. One of the strategies we employed was a Virtual Food drive. Supporters were able to go to our website and make donations that went directly to the purchase of food.

Our ability to sustain our Door-to-Door delivery project, as well as other components of our Reach the Hungry program is multi-layered. The efficiency of maintaining a well-stocked pantry provides the food items for our Door-to-Door delivery. We are able to coordinate our orders and purchases through our database to ensure that food is properly stored and rotated on our pantry shelves and in our cold storage and freezer. This ensures cost-effective and efficient operations.

Another key to sustain the project is our history of donors and partnerships with numerous individuals, churches, businesses, and service organizations. Our ability to maintain a strong, robust, dedicated volunteer team has played an instrumental role in our ability to sustain and grow our programs and projects.

For the Door-to-Door delivery program that we are requesting CSSG funding, we will be ensuring that we maintain eligibility for multi-year funding by establishing high performance records and meeting all reporting requirements. This funding will continue to be leveraged with other funding from our grants, donations, and fundraising. We also work diligently to find and develop new sources of income from grant research and stewardship with existing and potential donors.

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

Coordination and collaboration with our community partners ensures that we are able to support our clients with comprehensive services that compliment without unnecessarily duplicating other services in the community. Nurturing a comprehensive compendium of jurisdictions that ensure the needs of Senior Citizen clients are served including education, health care, mental health, basic needs, and accessibility are enhanced by our collective efforts in our ability to help our clients navigate these multi-jurisdictional services effectively.

Our collaborative partners include: Ron Woods Family Resource Center; FISH of Carson City; State of Nevada Aging and Disability Services; Carson City Health and Human Services; Carson City Senior Center, Skill Center; and private providers.

As a result of these coordination and collaborative efforts, organizational resources are made available as applicable to partnering organizations, including shared data, referrals, and services for clients. Benefits for the organizations involved include operational efficiency and effectiveness, with support for the collective impact of shared goals and individual missions. As the challenges facing many of our nonprofit organizations are changing, so can we take advantage of the opportunities by ensuring we build and maintain strong and supportive coordination and collaboration in order to enhance the quality of life for our Senior Citizens.

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PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)

Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title: Door-to-Door Delivery	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
Salaries and Benefits	\$0	\$5,928	\$5,928
Rent and utilities	\$4,000	\$2,150	\$6,150
Program supplies	\$7,000	\$14,600	\$21,600
Vehicle costs	\$2,000	\$550	\$2,550
Liability Insurance	\$0	\$675	\$675
Building maintenance/supplies	\$0	\$635	\$635
Phone/Internet	\$0	\$234	\$234
Office Supplies	\$0	\$300	\$300
TOTALS	\$13,000		\$38,072

Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	<p>#1 In 2016 we received funding from Carson City from a CSSG recommendation of \$3,000 for our DC Hire Program.</p> <p>#2 In 2020 we received a Coronavirus Relief Fund-One Time Funding award. The grant award is distributed on a reimbursement schedule. The award is for the funding period March 1, 2020 – December 30, 2020.</p>
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	<p>#1 \$ 3,000-</p> <p>#2 \$38,046</p>

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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
PAYROLL (no Payroll expenses requested from CSSG application)	\$5,928	Office/Volunteer Mgr. \$15/hr X 5hrs/wk = \$3,900 Annual Reach the Hungry Coordinator \$10/hr X 2 hrs/wk = \$1,040 Annual Payroll tax \$4,940 X 17% = 840 Workman's Compensation = \$148
RENT AND UTILITIES (\$4,000 request from CSSG, \$2,150 from other funding)	\$6,150	Rent. \$37,500 annual rent X 15% (amt. allocated to Door-to-Door Deliveries) = \$5,625 Utilities. \$3,500 annual utilities X 15% (amt. allocated to Door-to-Door deliveries) = \$525
PROGRAM SUPPLIES (\$7,000 request from CSSG, \$14,600 from other funding)	\$21,600	Food for Door-to-Door Deliveries \$1,500/mo. X 12 mo. = \$18,000 Distribution supplies for Door-to-Door Deliveries. \$300/mo. X 12 mo. = \$3,600
VEHICLE COSTS (\$2,000 request from CSSG, \$550 from other funding)	\$2,550	30% of all vehicle costs are used for Door-to-Door Deliveries. Registration & Insurance \$3,100/yr. X 30% = \$930 Maintenance \$4,000/yr. X 30% = \$1,200 Fuel \$1,400/yr. X 30% = \$420

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LIABILITY INSURANCE (no Liability Insurance expenses request from CSSG application)	\$675	\$4,500 Northern Nevada Dream Center Liability Insurance X 15% allocated to Door-to-Door Deliveries = \$675
BUILDING MAINTENANCE/SUPPLIES (no Building Maintenance/supplies expenses requested from CSSG application)	\$635	\$4,230/year for Building Maintenance and Supplies for Northern Nevada Dream Center X 15% allocated to Door-to-Door Deliveries = \$635
PHONE/INTERNET (no Phone/Internet expenses requested from CSSG application)	\$234	Phone \$600/year for Northern Nevada Dream Center X 15% allocated for Door- to-Door Deliveries = \$90 Internet \$960/year for Northern Nevada Dream Center X 15% allocated for Door- to-Door Deliveries = \$300
OFFICE SUPPLIES (no Office Supplies expenses requested from CSSG)	\$300	\$2,000/year for Northern Nevada Dream Center X 15% allocated for Door-to-Door Deliveries = \$300

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AGENCY INFORMATION

Date of incorporation	6/5/2014
Date of IRS certification	11/6/2014
Tax exempt number	47-1124003
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	079690390

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statements and Balance Sheets for prior 3 years	✓
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION	✓
8	Funding commitment letters and/or letters of support (if applicable)	

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

CERTIFICATION

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 10/22/20
Susan Sorenson, Executive Director Typed Name and Title of Authorized Official	(775) 443-4090 Phone Number

 Signature of President of Board of Directors	Date 10/22/20
Susan Sorenson Typed Name of President of Board of Directors	(775) 443-4090 Phone Number

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

DEPARTMENT OF THE TREASURY

Date: NOV 06 2014

NORTHERN NEVADA DREAM CENTER
1600 SNYDER AVENUE
CARSON CITY, NV 89701-0000

Employer Identification Number:
47-1124003
DLN:
26053700002134
Contact Person: ID# 31954
CUSTOMER SERVICE
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 5, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

NORTHERN NEVADA DREAM CENTER

Sincerely,

A handwritten signature in cursive script that reads "Tamera Ripperda". The signature is written in a dark ink and is positioned below the word "Sincerely,".

Director, Exempt Organizations

Letter 5436

ENTITY INFORMATION

ENTITY INFORMATION

Entity Name:

NORTHERN NEVADA DREAM CENTER

Entity Number:

E0299452014-2

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

06/05/2014

NV Business ID:

NV20141379730

Termination Date:

Perpetual

Annual Report Due Date:

6/30/2021

Solicits Charitable Contribution:

Yes

REGISTERED AGENT INFORMATION

Name of Individual or Legal Entity:

MAHE LAW, LTD.

Status:

Active

CRA Agent Entity Type:

CRA - Corporation

Registered Agent Type:

Commercial Registered Agent

NV Business ID:

Office or Position:

Jurisdiction:

NEVADA

Street Address:

707 N. MINNESOTA STREET, SUITE D, CARSON CITY, NV, 89703, USA

Mailing Address:

Individual with Authority to Act:

JENNIFER M MAHE

Fictitious Website or Domain Name:

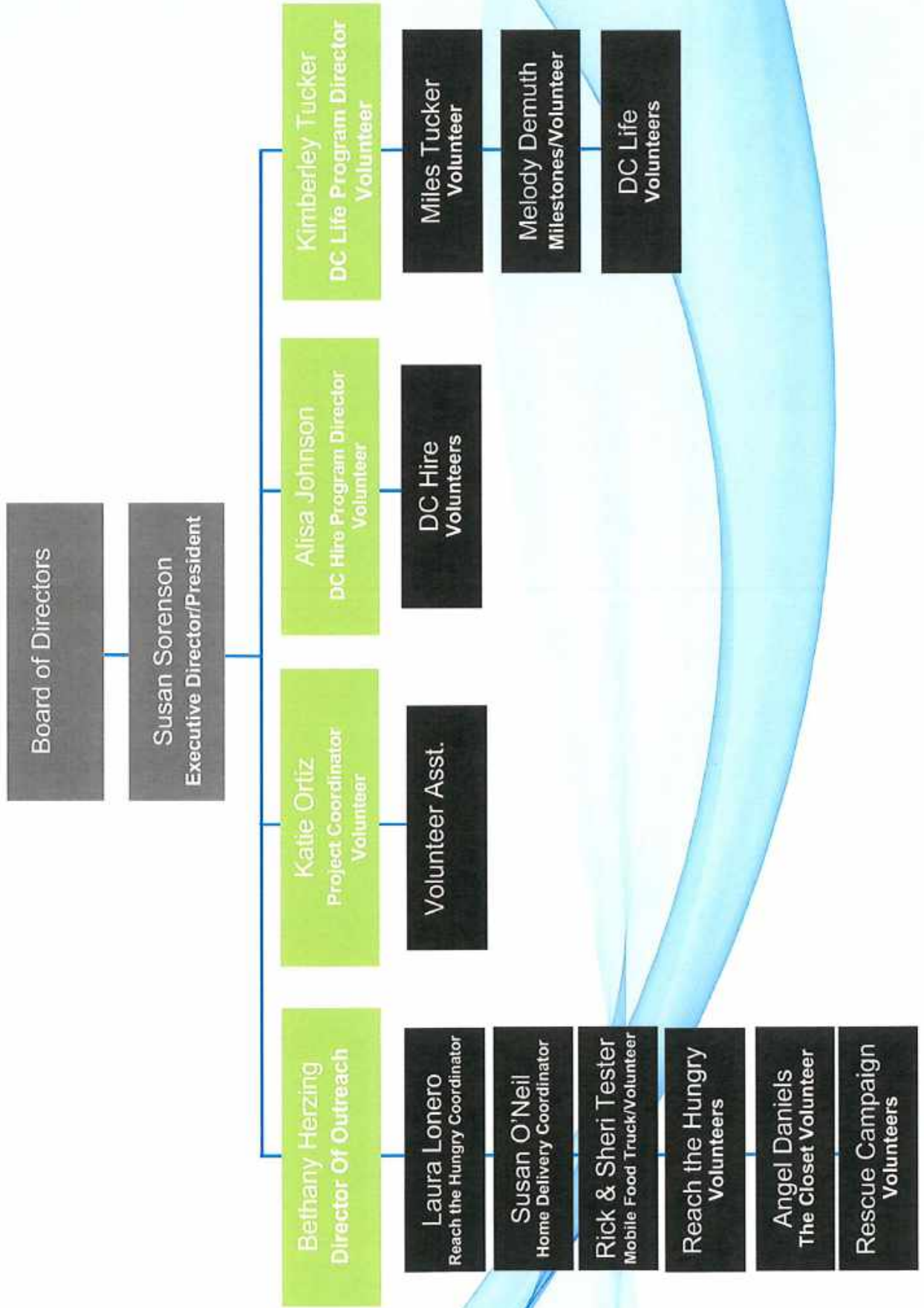
OFFICER INFORMATION

[VIEW HISTORICAL DATA](#)

Title	Name	Address	Last Updated	Status
Director	DEE DOMENICI RODRIGUEZ	3579 HIGHWAY 50 E, NO. 211, Carson City, NV, 89701, USA	06/23/2020	Active



NORTHERN NEVADA DREAMCENTER



NNDC Board of Directors

Susan Sorenson, President
June 2022
Executive Director
Northern Nevada Dream Center

Dee Domenici Rodriguez, Secretary
June 2021
Owner, Therapist
Connections Behavioral Health

Jess Grant, Treasurer
June 2022
Senior Project Manager
U.S. Bank

Rick Tester
June 2021
Engineer
Cristek Interconnects, Inc.

Sheri Tester
June 2021
Production Planning Supervisor
Click Bond, Inc.

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.
- ▶ Go to www.irs.gov/Form990 for instructions and the latest information.

A For the **2019** calendar year, or tax year beginning and ending

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 NORTHERN NEVADA DREAM CENTER		D Employer identification number 47-1124003
	Doing business as		E Telephone number (775) 443-4090
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	
	City or town, state or province, country, and ZIP or foreign postal code CARSON CITY, NV 89702		G Gross receipts \$ 134,619.
F Name and address of principal officer: SUSAN SORENSON 3579 HIGHWAY 50 EAST #211, CARSON CITY, NV			H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c)() (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527			H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No
J Website: NNDREAMCENTER.ORG			If "No," attach a list. (see instructions)
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other			H(c) Group exemption number ▶
L Year of formation: 2014			M State of legal domicile: NV

Part I Summary		Prior Year	Current Year
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: THE ORGANIZATION'S PURPOSE IS TO ASSIST THE COMMUNITY OF CARSON CITY BY PROVIDING FOOD, CLOTHING, AND		
	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	5
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	5
	5 Total number of individuals employed in calendar year 2019 (Part V, line 2a)	5	3
	6 Total number of volunteers (estimate if necessary)	6	0
	7 a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b Net unrelated business taxable income from Form 990-T, line 39	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	108,992.	134,619.
	9 Program service revenue (Part VIII, line 2g)	0.	0.
	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)	0.	0.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	108,992.	134,619.
	Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	26,041.
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)		3,574.	15,728.
16a Professional fundraising fees (Part IX, column (A), line 11e)		0.	0.
b Total fundraising expenses (Part IX, column (D), line 25) ▶		0.	0.
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		61,034.	88,520.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		90,649.	123,885.
19 Revenue less expenses. Subtract line 18 from line 12	18,343.	10,734.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year 48,587.	End of Year 63,498.
	21 Total liabilities (Part X, line 26)	0.	4,177.
	22 Net assets or fund balances. Subtract line 21 from line 20	48,587.	59,321.

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 SORENSON, PRESIDENT Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name ROBERTA HARRIS	Preparer's signature ROBERTA HARRIS	Date 10/15/20	Check if self-employed <input type="checkbox"/>	PTIN P00547512
	Firm's name ▶ VT ACCOUNTING ASSOCIATES, LLP	Firm's EIN ▶ 88-0141764		Phone no. 775-882-3201	
Firm's address ▶ 3470 G.S. RICHARDS BLVD		CARSON CITY, NV 89703			

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

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission: THE NORTHERN NEVADA DREAM CENTER WAS CREATED OUT OF A VISION TO BRING HOPE AND RELIEF TO RESIDENTS IN CARSON CITY, NEVADA. THEIR PURPOSE IS TO MEET BASIC NEEDS AND PROVIDE ASSISTANCE THROUGH EXISTING AND FUTURE SERVICES, SUCH AS: EMERGENCY FOOD BOXES, MONTHLY OUTREACHES 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 [X] No

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

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 \$ 113,672. including grants of \$ 19,637.) (Revenue \$ 133,661.) THE ORGANIZATION'S PRIMARY EXPENSES ARE FOR ITS SATURDAY SUPPER, DREAM CHRISTMAS, AND TRANSITIONAL HOUSING CAMPAIGNS. THROUGH THESE MINISTRIES, MANY FAMILIES IN THE CARSON CITY COMMUNITY WHO ARE STRIVING TO MAKE ENDS MEET CAN RELY ON HAVING FOOD, CLOTHING, BLANKETS, ASSISTANCE TOWARDS THEIR HOUSING COSTS, DIAPERS FOR BABIES, AND OTHER NECESSITIES.

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

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 113,672.

Northern Nevada Dream Center
Profit & Loss
As of December 2018

	Total
Revenue	
43400 Non-Profit Revenue	
43400-1 Monthly Donations	105,903.99
43400-6 Interest Earned	2.90
43400-7 Amazon Smiles Refund	140.69
43400-8 Summer Food Drive	2,256.88
43400-9 T-Shirts Sales	687.00
Total 43400 Non-Profit Revenue	\$ 108,991.46
Total Revenue	\$ 108,991.46
Gross Profit	\$ 108,991.46
Expenditures	
60900 Program Expenses	
60900-1 Volunteer Meals	365.06
60900-3 Telephone	595.56
60900-4 Internet	458.17
60900-5 Quickbooks	570.00
60900-6 Dues & subscriptions	3,493.93
60900-7 Bank Charges	1,139.03
60900-8 Insurance	6,803.25
60900-9 Office Supplies	3,729.31
60901-1 Facebook	5.00
60901-2 Advertising/Promotional	2,283.36
60901-3 Storage Fees	1,507.00
60901-4 Building Maint/Cleaning	3,663.21
60901-5 Rent	25,605.00
60901-6 Utilities	3,080.58
60901-7 Lesson Materials	2,594.02
60901-8 Wages	3,047.55
60901-9 Taxes	526.43
60902-1 Paychex Fee	763.80
60902-2 Worker Comp Insurance	559.00
Total 60900 Program Expenses	\$ 60,789.26
60920 Reach the Hungry	
60920-1 Saturday Supper	2,334.07
60921 Food Truck Ministry	
60921-1 Gasoline	957.49
60921-2 Vehicle Expense	1,170.56
60921-3 Other Expense	15.05
Total 60921 Food Truck Ministry	\$ 2,143.10
60922 Food Pantry	4,341.75
Total 60920 Reach the Hungry	\$ 8,818.92
60930 Rescue Campaign	
60930-1 Rescue Bags	656.45

60930-2 The Closet		190.82
60930-3 Other Expense		3,036.39
60930-4 Phone Cards		120.03
60930-5 Gas Cards		800.35
60930-7 Meals		169.75
60930-8 Gift Cards		150.00
60930-9 Clothing-Client		406.13
60931-1 Utilities-Client		259.00
Total 60930 Rescue Campaign	\$	<u>5,788.92</u>
60940 DC Hire		
60940-1 Marketing and Advertising		414.05
60940-2 Other Expense		31.98
Total 60940 DC Hire	\$	<u>446.03</u>
60950 Van Misistry		
60950-1 Gas		163.35
60950-2 Van Repairs		20.43
Total 60950 Van Misistry	\$	<u>183.78</u>
60960 Transitional Housing		
60960-1 Apartment Monthly Rent		4,527.11
60960-2 Motel Costs		768.54
Total 60960 Transitional Housing	\$	<u>5,295.65</u>
60970 Dream Christmas		
60970-2 Food cost		5,332.08
60970-3 Other Expense		2,348.20
Total 60970 Dream Christmas	\$	<u>7,680.28</u>
60980 Events		24.47
60990 Fundraisers		
60990-1 Food Drive Supplies		440.71
Total 60990 Fundraisers	\$	<u>440.71</u>
62000 Conferences		51.43
63000 Missions		600.00
Total Expenditures	\$	<u>90,119.45</u>
Net Operating Revenue	\$	<u>18,872.01</u>
Net Revenue	\$	<u>18,872.01</u>

Tuesday, Aug 13, 2019 03:48:20 PM GMT-7 - Cash Basis

Northern Nevada Dream Center
Balance Sheet
As of December 31, 2018

		Total
ASSETS		
Current Assets		
Bank Accounts		
10000 Checking		4,261.98
20000 Savings		43,001.50
Total Bank Accounts	\$	47,263.48
Other Current Assets		
Uncategorized Asset		4,158.58
Total Other Current Assets	\$	4,158.58
Total Current Assets	\$	51,422.06
TOTAL ASSETS	\$	51,422.06
LIABILITIES AND EQUITY		
Total Liabilities		
Equity		
Retained Earnings		32,550.05
Net Revenue		18,872.01
Total Equity	\$	51,422.06
TOTAL LIABILITIES AND EQUITY	\$	51,422.06

Tuesday, Aug 13, 2019 03:52:01 PM GMT-7 - Cash Basis

Management Report

Northern Nevada Dream Center

For the period ended December 31, 2019



Prepared on
October 23, 2020

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Profit and Loss3

Balance Sheet.....6

Profit and Loss

	Total
INCOME	
Non-Profit Income	
Amazon Smiles Income	331.22
Contributions	100,613.04
Dream Christmas Income	13,157.00
Grant Income	8,500.00
Interest Earned	7.87
Network For Good	1,932.00
NNDC Hope Project	7,820.00
T-Shirts Sales	957.50
US Bank Employee Giving/Match	1,300.00
Total Non-Profit Income	134,618.63
Total Income	134,618.63
GROSS PROFIT	
	134,618.63
EXPENSES	
DC Hire	
Marketing and Advertising	29.57
Other Expense	227.00
Total DC Hire	256.57
DC Life	
Celebrate Recovery	914.75
Milestones	39.57
Mirror Mirror	83.84
Total DC Life	1,038.16
Interest Paid	48.33
NNDC Hope Project	
Building/Repairs, Maintenance, Design	2,761.34
Food Cost	135.58
Total NNDC Hope Project	2,896.92
Program Expenses	
Advertising/Promotional	
Marketing - Meals	29.38
Marketing/Ads/Materials	550.49
T-Shirt Expense	1,231.00
Volunteer Meals	313.86
Volunteer/Staff - Gifts	142.09
Total Advertising/Promotional	2,266.82
Building Maint/Cleaning	3,040.52
Charges/Fees - QGiv	1,502.82
Conferences	1,857.04
Dues & Subscriptions	3,394.17
Quickbooks (deleted)	550.00

	Total
Total Dues & Subscriptions	3,944.17
Grant Writer	2,100.00
Internet	1,523.04
Liability Insurance	4,223.00
Office Supplies	1,324.33
Payroll	
Health Insurance	3,143.34
Paychex Fee	1,353.66
Taxes	2,238.80
Wages	13,488.91
Worker Comp Insurance	754.00
Total Payroll	20,978.71
Rent	34,952.75
Taxes & Licenses	125.00
Telephone	437.26
Trash	1,147.06
Utilities	3,124.27
Vehicle Insurance	2,783.00
Total Program Expenses	85,329.79
Reach the Hungry	
Dream Christmas	
Food Cost	2,999.46
Other Expense	1,477.85
Total Dream Christmas	4,477.31
Food Pantry	
Equipment/Supplies	439.57
Food Cost	3,782.97
Total Food Pantry	4,222.54
Food Truck Ministry	
Gasoline	688.29
Other Expense	328.24
Vehicle Expense	448.28
Total Food Truck Ministry	1,464.81
Saturday Supper	
Equipment/Supplies	678.15
Food Cost	2,281.05
Total Saturday Supper	2,959.20
Total Reach the Hungry	13,123.86
Rescue Campaign	
Auto Repair - Client	350.00
Back To School Bash	1,172.00
Clothing - Client	99.76
Emergency Shelter - Client	816.65
Gift Cards	50.00

	Total
Household - Client	511.19
Missions	642.87
Mortgage/Rent Assistance - Client	2,010.00
Pet Food - Client	21.61
Rescue Bags	233.02
The Closet	293.95
Utilities - Client	311.70
Total Rescue Campaign	6,512.75
Van Program	
Van Repairs	550.00
Total Van Program	550.00
Total Expenses	109,756.38
<hr/>	
NET OPERATING INCOME	24,862.25
NET INCOME	\$24,862.25
<hr/> <hr/>	

Balance Sheet

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking	12,522.30
Savings GNCU	30.00
Savings NV State Bank	50,002.31
Total Bank Accounts	62,554.61
Other Current Assets	
TV/Office Equipment	1,263.75
Total Other Current Assets	1,263.75
Total Current Assets	63,818.36
Fixed Assets	
Vehicles	12,529.50
Total Fixed Assets	12,529.50
TOTAL ASSETS	\$76,347.86
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
Greater NV Credit-Truck Loan	4,176.67
Total Long-Term Liabilities	4,176.67
Total Liabilities	4,176.67
Equity	
Retained Earnings	47,308.94
Net Income	24,862.25
Total Equity	72,171.19
TOTAL LIABILITIES AND EQUITY	\$76,347.86

Management Report

Northern Nevada Dream Center

For the period ended December 31, 2020



Prepared on:

October 23, 2020

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Profit and Loss.....3

Balance Sheet.....6

Profit and Loss

	Total
INCOME	
Non-Profit Income	
Amazon Smiles Income	294.32
Back to School Bash	1,925.00
Contributions	61,778.92
Grant Income	32,183.76
Interest Earned	2.54
Network For Good	2,820.00
NNDC Hope Project	15,564.93
PayPal Giving Fund	680.96
Summer Food Drive	241.00
T-Shirts Sales	227.00
US Bank Employee Giving/Match	1,500.00
Virtual Food Drive	21,759.00
Total Non-Profit Income	138,977.43
Total Income	138,977.43
GROSS PROFIT	138,977.43
EXPENSES	
DC Life	
Celebrate Recovery	79.95
Total DC Life	79.95
Grant Related Expenses	
CC CARES ACT Grant Expense	
CC CARES Act EmerShelter Expense	21.80
CC CARES Act Food Expense	6,626.95
CC CARES Act Fuel Expense	227.91
CC CARES Act Payroll Expense	3,001.05
CC CARES Act PPE Expense	454.55
CC CARES Act Supplies Expense	585.57
Total CC CARES ACT Grant Expense	10,917.83
NV - NDA Cares Grant Expenses	
NV Cares Operational/Supplies	1,821.62
NV Cares Other/Food	6,050.77
Total NV - NDA Cares Grant Expenses	7,872.39
United Way EAF #1 Grant Expense	6,000.00
United Way EAF #2 Grant Expense	1,860.04
United Way EFSP Grant Expense	3,120.00
Total Grant Related Expenses	29,770.26
Interest Paid	108.21
Legal & Professional Services	50.00
NNDC Hope Project	
Building/Repairs, Maintenance, Design	250.95

	Total
Food Cost	165.84
Total NNDC Hope Project	416.79
Program Expenses	
Advertising/Promotional	
Marketing - Meals	40.39
Marketing/Ads/Materials	1,321.01
Volunteer Meals	350.51
Volunteer/Staff - Gifts	402.82
Total Advertising/Promotional	2,114.73
Bank Charges	49.70
Building Maint/Cleaning	887.70
Charges/Fees - QGiv	1,756.23
Conferences	60.00
Dues & Subscriptions	3,859.90
Grant Writer	4,900.00
Internet	222.52
Lesson Materials	142.47
Liability Insurance	2,675.50
Office Supplies	727.74
Payroll	
Health Insurance	4,973.31
Paychex Fee	1,383.29
Taxes	3,517.46
Wages	16,544.98
Worker Comp Insurance	1,079.37
Total Payroll	27,498.41
Rent	31,250.00
Telephone	917.34
Trash	1,279.92
Utilities	1,645.51
Vehicle Insurance	1,892.36
Total Program Expenses	81,880.03
Reach the Hungry	
Dream Christmas	
Food Cost	60.71
Other Expense	60.06
Total Dream Christmas	120.77
Food Pantry	
Equipment/Supplies	543.40
Food Cost	986.15
Total Food Pantry	1,529.55
Food Truck Ministry	
Gasoline	305.01
Other Expense	228.00

	Total
Vehicle Expense	338.68
Total Food Truck Ministry	871.69
Total Reach the Hungry	2,522.01
Rescue Campaign	
Auto Purchase - Client	2,322.55
Auto Repair - Client	1,154.66
Back To School Bash	2,523.12
Clothing - Client	37.57
Emergency Shelter - Client	194.34
Gas Cards	25.06
Gift Cards	64.86
Household - Client	421.29
Miscellaneous - Client	1,698.56
Missions	600.00
Mortgage/Rent Assistance - Client	900.00
Other Expense	336.75
Rescue Bags	340.00
Utilities - Client	500.00
Total Rescue Campaign	11,118.76
Van Program	
Gas	35.00
Van Repairs	14.00
Total Van Program	49.00
Total Expenses	125,995.01
NET OPERATING INCOME	12,982.42
OTHER INCOME	
Vehicles Donated	1,500.00
Total Other Income	1,500.00
OTHER EXPENSES	
Vehicle Donated	1,500.00
Total Other Expenses	1,500.00
NET OTHER INCOME	0.00
NET INCOME	\$12,982.42

Balance Sheet

	Total
ASSETS	
Current Assets	
Bank Accounts	
Checking	24,104.42
Savings GNCU	30.05
Savings NV State Bank	50,004.80
Total Bank Accounts	74,139.27
Other Current Assets	
TV/Office Equipment	1,263.75
Total Other Current Assets	1,263.75
Total Current Assets	75,403.02
Fixed Assets	
Vehicles	12,529.50
Walk In Fridge	8,302.49
Total Fixed Assets	20,831.99
TOTAL ASSETS	\$96,235.01
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
GNCU PPP Loan	8,000.00
Greater NV Credit-Truck Loan	3,081.40
Total Long-Term Liabilities	11,081.40
Total Liabilities	11,081.40
Equity	
Retained Earnings	72,171.19
Net Income	12,982.42
Total Equity	85,153.61
TOTAL LIABILITIES AND EQUITY	\$96,235.01

[View assistance for Entity Registrations~Existing Entity Registrations](#)

Registration Details for Complete Record

Entity Name: Northern Nevada Dream Center

DUNS Number: 079690390

CAGE: 8PNF7

Address:

3579 US HIGHWAY 50 E STE 211
CARSON CITY, NV 89701-2832
UNITED STATES

Purpose of Registration: Federal Assistance Awards

Registration Status: Active

Expiration Date: 09/08/2021

Address Update Required: No

[UPDATE ENTITY](#) [VIEW](#) [DEACTIVATE](#)

Registration Details for [

Your entity registration is Active. Please
Registration Details for Complete Recc
renew it.





**Community Support Services Grant (CSS)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT
- CURRENTLY FUNDED APPLICANT (AMOUNT \$50,000.00)

APPLICANT INFORMATION

Agency Name: RON WOOD FAMILY RESOURCE CENTER	
Agency Mailing Address: 2621 NORTHGATE LANE #62, CARSON CITY, NV 89706	
Project Name: OPERATIONAL GRANT – YOUTH SERVICES	
Project Address/Location: 2621 NORTHGATE LANE #62, CARSON CITY, NV 89706	
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

FISCAL MANAGER

Name:	CAROL WOLFF
Title:	FISCAL MANAGER
Phone number:	(775) 884-2269
Email:	acct@carson-family.org

PROJECT FUNDING

Requested amount	\$54,120.00
Other funding	\$23,850.00
Total project cost	\$77,970.00

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input type="checkbox"/> SENIOR CITIZEN SERVICES	HEALTH/DENTAL SERVICES
<input checked="" type="checkbox"/> MENTAL HEALTH SERVICES	DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	SUBSTANCE ABUSE SERVICES

Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

Establishment of Applicant Agency: The Ron Wood Family Resource Center (RWFRC) established in 1995 through a combination of community efforts. It originally started as a truancy prevention project, but quickly grew to become a Family Resource Center and is now a comprehensive source of education and information for families to obtain services in Carson City and surrounding areas. The mission of the RWFRC is to create a lasting community-wide cooperative effort between the private sector and governmental agencies to promote healthy family relationships through education and support services. RWFRC's 22 programs operate under 20 grants and private donations. RWFRC provides between 8000 to 9000 units of service each month. There is no wait time for services – social workers and family advocates are available for emergency assistance, information and support services.

Proposed Project: RWFRC Youth Services Operational grant will fund the programmatic, administrative and fiscal oversight of four youth and family programs. (1) Reach Up is a behavioral/mental health program designed to identify, support and counsel Carson City youth from 3 – 17 years of age and families in crisis due to loss of a loved one, at-risk of suicide, suffer from extreme dysfunctional family issues, are having poor educational performance and/or chemical dependency issues. (2) Family Engagement Program is a program that receives referrals from Carson City Juvenile Services and works with youth on probation and their families to address the conditions of probation. (3) Supervised Visitations – provides supervised visitations to Carson City court-ordered non-custodial parents to ensure youth have the opportunity to visit and connect with non-custodial parent. (4) Cooperative Parenting and Divorce is a court-ordered co-parenting class designed to improve parent communication during and after divorce between parents for the sake of the children.

Usage of Grant Funding: RWFRC Youth Services Operational Grant is requesting grant funding to offset wages for the executive director, human resources manager, fiscal manager, social worker/parenting instructor, family advocate and office support staff. Unfortunately these youth-focused programs are underfunded or without funding. Management, data collection, accounting functions and support services are not funded but necessary to operate programs.

Continuation of Programming Past and Present Accomplishments and Future Plans:

Youth Services Operational Grant has been funded by CSSG in the past. These services are heavily requested by Carson City School District, Carson City Juvenile Services, NV Child Protective Services and Carson City District and Justice Court judges. These Carson City partners do not have dedicated funding to support these programs. Reach Up is no longer eligible for CDBG funding as an existing program. Family Engagement Program has not received any funding. Supervised Visitations receives a small fee to offset the partial wages of the social worker. Cooperative Parenting receives a small fee to cover a portion of the cost. All programs are increasing in popularity. Low income families are in need of these services and the fees are waived in some cases. Future plans include expansion of our upcoming Children's Mental Health Clinic in the youth and parent center. Acceptance of Medicaid and private insurance will assist to recover client service costs whenever feasible. RWFRC completed renovation of the facility in 2020 by fund raising \$122K to complete the construction and to assist with start-up costs in 2021.

Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

How the Proposed Project is Deemed Critical for the Operation of Carson City:

The Carson City Consolidated Plan for 2014 to 2019 indicates Youth Services and Substance Abuse Services are the highest priority to our community. The Governor's Office of Economic Development (GOED) states the highest community development need for the State of Nevada include Youth Centers, Mental Health and Substance Abuse Prevention. (Housing and Community Development Program – State of Nevada - Five Year Plan – May 8, 2015)

These critical services have remained high priorities for both the State of Nevada as well as Carson City. Over the past several years, RWFRRC has documented a continued surge in the need for youth-based services, mental health services and evidence-based strategies that target dysfunctionality with youth and families. We have experienced an 89% increase in these services for the first quarter. (July – September 2020)

In light of the COVID-19 pandemic, we can now expect additional concerns that may impact youth and family functionality. Adverse experiences our children have been exposed to prior to the social isolation mandates have now been compounded by the threats of job loss, food and housing insecurity, homelessness, transition to hybrid learning and an increased risk of child maltreatment and domestic violence rates. These factors of social isolation have diminished the opportunity for families to develop protective factors and mitigate the excessive harm caused by exposure to multiple toxic stressors. Among vulnerable populations, who on average are already exposed to high rates of adverse experiences, special attention must be paid to the intensified impacts this pandemic will have in the post-crisis aftermath.

How Agency Provides Non-Duplicative Critical Service to Carson City:

Ron Wood Family Resource Centers' 2019 – 2021 Strategic Plan targets unmet needs and gaps in services to address and provide for the community's needs. Each program in this proposal identifies a gap in services in our community and has assumed the requests for services by our community partners; Carson City School District, Carson City Juvenile Services, NV Department of Child and Family Services (Child Protective Services) and Carson City District and Justice Court judges. Letters of support by these entities are included in this proposal.

Services provided in this proposal are considered essential to improve youth and family life success, productivity and quality of life.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

Geographic Area in Carson City Affected: RWFC serves all residents of Carson City with 22 programs that are non-duplicative in our community.

Description of Problem and Contributing Factors: Youth are facing many family and community factors contributing to poor behavioral and mental health. RWFC youth services addresses mental health issues, criminal behaviors, parent-child relationships and substance abuse in youth. Contributing to these issues are poor life/coping skills and dysfunctional family relationships.

Documentation of the Problem (Statistical Data): The Carson City Consolidated Plan for 2014 to 2019 indicates Youth Services and Substance Abuse Services are the highest priority to our community. Data supporting the need for youth services through RWFC reveals an increase for youth services programming by 89% over 2019-20 in the first quarter.

Youth Mental Health and Juvenile Justice System Local Data:

- Nevada youth risk behavior survey (2017) Carson City high school students who considered committing suicide = 16.6% and 10.2% attempted suicide.
(State of Nevada Public and Behavioral Health – Unmet Service Needs and Critical Gaps)
- Youth who have experienced a traumatic experience in their lives suffer from a wide range of issues resulting in aggression, depression, behavior problems, and anxiety (Burke et al., 2015; Gallagher, 2013). Young people who suffer from a mental health condition are 60 times more likely to be referred to the juvenile justice system, requiring local communities to spend significant resources on incarceration and court fees for youth (Erickson, 2012). The death rate from suicide is 4.6 times higher in juvenile detention than in the general population. (Roberts & Kimberly, 2016). As per Ali Banister, Chief, Carson City Juvenile Services

Who the Problem Affects and the Consequences: The problem of low cost/no cost mental health services for youth are increasing in our community. Youth and family functionality is affected by mental health disorders including increased criminal activity, self-harming practices, low productivity and academic deficiencies. Consequences include higher costs in the fields of health care, criminal justice system and educational system.

Under What Circumstances the Problem Occurs: Circumstances contributing to problem include the youth's inability to function and contribute to daily life due to substance abuse, lack of coping skills, unhealthy behaviors and poor problem solving abilities. Mental health distress manifests into pressures through family, social and school relationships. Circumstances include combative co-parents during divorce resulting in poor communication, disruption of the home continuity and unwanted change directly impacting the children. Peer conflict also compounds a youth's academic learning and coping skills.

Current Efforts to Assist in Alleviating the Problem: Reach Up, Family Engagement Program, Supervised Visitations and Cooperative Parenting participation has increased dramatically with the documented need. RWFC works with the youth and parents to target risk factors, increase protective factors and stabilize volatile situations to enhance family functioning.

How Proposed Project Addresses the Problem and Works towards a Solution: Reach Up will offer mental health/behavioral health services to fortify coping skills and enhance life skills. Family Engagement Program will address probation needs of youth through education and case management services. Supervised Visitations will offer family bonding with all family members. Cooperative Parenting and Divorce will provide parents with skills and methods of communicating appropriately for the needs of the children.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

Project Goals and Objectives: (Youth Services Programming)

Reach Up Program

Goal #1: Provide mental health and behavioral services to youth 3 – 17 years of age and their parents designed to identify, support and counsel Carson City youth in crisis due to loss of a loved one, at-risk of suicide, suffer from extreme dysfunctional family issues, are having poor educational performance and/or chemical dependency issues.

Objective #1: Reach Up will execute mental/behavioral counseling and education to 250 individuals (youth and parents)

Objective #2: Reach Up will execute 500 group sessions to 250 individuals (youth and parents)

Objective #3: Reach Up will document each youth's progress with case notes, assessment tools and family goal worksheets to formulate case plan. 100% of youth clients.

Objective #4: Reach Up will document 100% of youth and parents in group sessions with sign in sheets.

Objectives 1 – 4:

What will be done: Behavior will improve, academic performance will improve, family functioning will improve, substance abuse prevention will be implemented and referrals will be made to clinicians as needed for ongoing therapy outside of our scope of work.

Who will complete the tasks: Lisa Yesitis, L.S.W. and Social Work Interns

When will the activity be implemented/timeline: July 1, 2020 – June 30, 2021

How will the staff perform tasks and measure it: Appointments are scheduled after school and in the evenings with the L.S.W. and UNR Social Work Interns. Measurement of outcomes is compiled on a monthly basis and reported to the Executive Director for reporting to grantors. Academic and behavior improvement will be measured by referring entities.

Family Engagement Program

Goal #1: Provide case management, education and guidance for youth on probation and their families to address the conditions of probation.

Objective #1: Family Engagement Program will accept and document referrals from Carson City Juvenile Services and Carson City Juvenile Court. 5 active youth per month.

Objective #2: Family Engagement Program will receive parent permission and a Release of Information to provide feedback to referring agency. 100% of youth clients.

Objective #3: Family Engagement Program will document each youth's progress with case notes, assessments and family goal worksheets to formulate case plan. 100% of youth clients.

Objective #4: Family Engagement Program will provide emotional regulation courses and/or family education courses to youth on probation and their families. 100% of youth clients.

Objectives 1 – 4:

What will be done: Behavior will improve, academic performance will improve, family functioning will improve, substance abuse prevention will be implemented and youth will complete conditions of probation to be released from probation.

Who will complete the tasks: Lisa Yesitis, L.S.W. and Family Advocate (TBD)

When will the activity be implemented/timeline: July 1, 2020 – June 30, 2021

**Community Support Services Grant (CSSG)
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Project Goals and Objectives (continued)

How will the staff perform tasks and measure it: Appointments are scheduled after school and in the evenings during home visits with the Family Advocate. Measurement of outcomes is compiled on a monthly basis and reported to the Executive Director for reporting to grantors. . Carson City Juvenile Probation personnel will measure educational and behavior improvements resulting in youth released from probation.

Supervised Visitations

Goal #1: Provide confidential visitations for court-ordered non-custodial parents to visit children in a safe and controlled environment.

Objective #1: 100% of referred court-ordered non-custodial parents will be scheduled for up to 2 visitations per month.

Objective #2: 100% of referred court-ordered non-custodial parents will receive a letter to the court confirming attendance at supervised visitations upon request.

Objective #3: 100% of referred court-ordered non-custodial parents will have client files and cases notes.

Objectives 1 -3:

What will be done: Non-custodial parents will receive visitation availability with youth for compliance with court-order.

Who will complete the tasks: UNR Social Work Interns and Family Advocate (TBD)

When will the activity be implemented/timeline: July 1, 2020 – June 30, 2021

How will the staff perform tasks and measure it: Appointments are scheduled after school with the UNR Social Work Interns. Measurement of outcomes is compiled on a monthly basis and reported to the Executive Director for reporting to grantors

Cooperative Parenting and Divorce

Goal #1: Provide evidence-based parenting education designed to improve parent communication during and after divorce between co-parents for the sake of the children.

Objective #1: Enroll 80 in 3 week course Cooperative Parenting and Divorce.

Objective #2: 90% of enrolled parents will complete 3 week course and pre and post assessment.

Objective #3: 100% of court-ordered parents will receive a certificate of completion for courts and attorneys once course is completed.

Objective #4: 100% of participating parents will complete sign in sheets for each session.

Objectives 1 -4:

What will be done: Co-Parents will receive parenting education to improve communication with children through and after divorce.

Who will complete the tasks: Lisa Yesitis, L.S.W. and UNR Social Work Interns

When will the activity be implemented/timeline: July 1, 2020 – June 30, 2021

How will the staff perform tasks and measure it: Classes are scheduled in the evening with the L.S.W. and UNR Social Work Interns. Measurement of outcomes is compiled on a monthly basis and reported to the Executive Director for reporting to grantors.

**Community Support Services Grant (CSSG)
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METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

Reach Up Program

Goal #1: Provide mental health and behavioral services to youth 3 – 17 years of age and families designed to identify, support and counsel Carson City youth in crisis.

Objectives 1-4: Reach Up will execute mental/behavioral counseling and education.

Methods of Accomplishment

Description of Means/Activities Implemented to Reach Objectives:

Activity #1: Confer and receive referral from Carson City School District or Juvenile Services.

Activity #2: Meet with youth and parent to complete intake, discuss issues, schedule sessions.

Activity #3: Refer to subsequent group sessions to continue education, therapy and team support

Activity #4: Manage outcome documentation and report to referring agency and grantor.

Family Engagement Program

Goal #1: Provide case management, education and guidance for youth on probation and their families to address the conditions of probation.

Objectives 1-4: Document referrals, services and outcomes provided to youth on probation

Method of Accomplishment

Description of Means/Activities Implemented to Reach Objectives:

Activity #1: Confer and receive referral from Carson City Juvenile Services.

Activity #2: Meet with youth and parents to discuss conditions of probation and permission.

Activity #3: Manage case file and case goals documentation for reporting.

Activity #4: Execute emotional regulation and family education courses.

Supervised Visitation

Goal #1: Provide confidential visitations for non-custodial parents to visit children in a safe and controlled environment.

Objectives 1-3: Referred court-ordered non-custodial parents will be scheduled for up to 2 visitations per month, receive a letter to the court confirming attendance at supervised visitations, will have client files, cases notes and a letter of completion/attendance.

Methods of Accomplishment

Description of Means/Activities Implemented to Reach Objectives:

Activity #1: Confer and receive referral from Carson City Court system

Activity #2: Interface with non-custodial parent to receive ID, court order and perform intake.

Activity #3: Schedule and monitor supervised visitations and report for grantor outcomes.

Cooperative Parenting

Goal #1: Provide evidence-based parenting education designed to improve parent communication during and after divorce.

Objective #1 - 4: Enroll and instruct parents in Cooperative Parenting and Divorce.

Methods of Accomplishment

Description of Means/Activities Implemented to Reach Objectives:

Activity #1: Confer and receive referral from Carson City Court system

Activity #2: Interface with parent to receive ID, court order and intake.

Activity #3: Schedule parenting classes and initiate pre and post assessments

Activity #4: Manage outcome documentation and report to referring agency and grantor.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

**PROJECT EVALUATION AND INTERNAL ASSESSMENT
TWO PAGE LIMIT 20 POINTS**

Reach Up - Project Evaluation

Determination of project success: Reach Up will be monitored monthly and measurable outcomes will be compiled on a monthly basis. Data Collection for program has been in place for over 15 years. Systems are in place to measure objectives as per Local, State and Federal government requirements.

Determination of meeting program objectives:

Objective #1: Counseling to 250 Carson City youth and parents

Evaluation #1: Referrals are managed with an intake form and request from referring agency.

Objective #2: 500 Group sessions to 250 youth and parents.

Evaluation #2: Each group session is documented with a sign in sheet confirming attendance.

Objective #3: 100% of youth/parents will have a case file.

Evaluation #3: Each youth will have a family case file; progress notes, goal worksheet and case plan.

Staff member performing evaluation: Lisa Yesitis, L.S.W. – Licensed Social Worker

Qualifications of evaluator: Over 15 years of youth service to Ron Wood Family Resource Center.

Criteria used to evaluate project effectiveness: Stated measurable outcome achievements are realistic and based on 12 years of data collection practices for Reach Up program. Success is measured based on documentation, client satisfaction and referring agency confirmation that unhealthy behaviors are reduced and academic improvement has resulted.

Family Engagement Program - Project Evaluation

Determination of project success: Family Engagement Program will be monitored monthly and measurable outcomes will be compiled on a monthly basis. Data Collection for program has been in place for over 2 years. Systems are in place to measure objectives as per Local, State and Federal government requirements.

Determination of meeting program objectives:

Objective #1: 5 active youth per month will be served as per Carson City Juvenile Services referrals.

Evaluation #1: Referrals are managed with an intake form and request from referring agency.

Objective #2: 100% of youth will receive parental permission and release of information consent

Evaluation #2: Each youth will have a case file with parental permission documentation.

Objective #3: 100% of youth will have a case file.

Evaluation #3: Each youth will have a case file; progress notes, goal worksheet and case plan.

Objective #4: 100% of youth will attend emotional regulation courses and/or family education classes as need requires.

Evaluation #4: Emotional regulation and family education classes will be documented with sign in sheets confirming attendance.

Staff member performing evaluation: Lisa Yesitis, L.S.W. – Licensed Social Worker

Qualifications of evaluator: Over 15 years of youth service to Ron Wood Family Resource Center.

Criteria used to evaluate project effectiveness: Stated measurable outcome achievements are realistic and based on 2 years of data collection practices for Family Engagement Program.

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Success is measured based on documentation, client satisfaction and referring agency confirmation that conditions of probation have been met and unhealthy behaviors are reduced.

Supervised Visitations - Project Evaluation

Determination of project success: Supervised Visitation Program will be monitored monthly and measurable outcomes will be compiled on a monthly basis. Data Collection for program has been in place for over 8 years. Systems are in place to measure objectives as per Local, State and Federal government requirements.

Determination of meeting program objectives:

Objective #1: 100% of referred parents will be scheduled for up to 2 visitations per month.

Evaluation #1: Referrals are managed with an intake form and request from referring agency.

Objective #2: 100% of referred parents will receive a letter (upon request) of attendance.

Evaluation #2: Court documentation will be maintained in case file.

Objective #3: 100% of referred parents will have a case file.

Evaluation #3: Each non-custodial parents will have case file and cases notes.

Staff member performing evaluation: Lisa Yesitis, L.S.W. – Licensed Social Worker

Qualifications of evaluator: Over 15 years of youth service to Ron Wood Family Resource Center.

Criteria used to evaluate project effectiveness: Stated measurable outcome achievements are realistic and based on 9 years of data collection practices for Supervised Visitation Program. Success is measured based on documentation, client satisfaction and court order compliance.

Cooperative Parenting and Divorce - Project Evaluation

Determination of project success: Cooperative Parenting Program will be monitored monthly and measurable outcomes will be compiled on a monthly basis. Data Collection for program has been in place for over 15 years. Systems are in place to measure objectives as per Local, State and Federal government requirements.

Determination of meeting program objectives:

Objective #1: 80 parents per year will enroll in parenting course.

Evaluation #1: Sign up/enrollment sheet, (ID, Court order – if applicable)

Objective #2: 90% of enrolled parents will complete 3 week course.

Evaluation #2: Sign in sheet documentation for each workshop session.

Objective #3: 100% of court ordered parents will receive certificate of completion/attendance for court.

Evaluation #3: Client file will have certificate of completion.

Objective#4: 100% of participating parents will complete sign in sheet.

Evaluation #4: Sign in sheet documentation for each workshop session.

Staff member performing evaluation: Lisa Yesitis, L.S.W. – Licensed Social Worker

Qualifications of evaluator: Over 15 years of youth service to Ron Wood Family Resource Center.

Criteria used to evaluate project effectiveness: Stated measurable outcome achievements are realistic and based on 15 years of data collection practices for Cooperative Parenting Program. Success is measured based on documentation, client satisfaction and court order compliance.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
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SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

Detailed Summary and Time Line of the Plan to Continue Operations:

Reach Up: Plans are currently underway to expand the RWFRC Youth and Family Center to incorporate two confidential offices (Children’s Mental Health Clinic) to offer counseling to youth and parents. Funding for the expansion come from public and private sector donations. RWFRC’s strategic plan incorporates serving clients with a sliding fee scale, Medicaid acceptance and private insurance options. This time line - 2021 – 2026.*

Family Engagement Program: Juvenile Services and RWFRC are working in concert to continue funding. Options include (1) dedicated funding from Juvenile Services, (2) expanded funding from SAPTA (Substance Abuse and Treatment Administration). This time line – 2021 - 2026.

Supervised Visitations: Court-ordered non-custodial parents are paying a sliding fee for each visit. Fees are calculated at a low (35.00 per hour) rate to remain affordable for families. This fee does not pay for operating costs, supplies, administration, fiscal or clerical support. Plans to increase fee based on income to offset these unfunded costs. This time line – 2021 - 2026.

Cooperative Parenting and Divorce: Parents are charged \$65.00 for the 3 week workshop. This fee covers the cost of the book (20.00) and 45.00 for 3 x 2 hour workshop sessions. The fee does not cover the cost of the instructor’s time for class preparation and client intake. Our plan is to institute a sliding fee scale. This time line - 2021 – 2026.

* Children’s Mental Health Clinic start-up has been impacted by the COVID-19 pandemic.

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

Efforts to Coordinate, Cooperate or Work with other Entities to Ensure Success of Project:

Reach Up: Referrals and coordination with entities include; Carson City School District, Carson City Sheriff’s Department, Carson City District, Justice and Juvenile Court judges, Carson City Juvenile Services and individual schools. 98% of referrals come from these entities. Letters of Collaboration/Support included with this grant application.

Family Engagement Program: Referrals and coordination with entities include; Carson City Carson City Juvenile Services. 100% of referrals come from this entity. Letter of Collaboration/Support included with this grant application.

Supervised Visitations: Referrals and coordination with entities include; Carson City District and Justice Court Judges. 100% of referrals come from these entities. Letter of Collaboration/Support included with this grant application.

Cooperative Parenting and Divorce: Referrals and coordination with entities include; Carson City District and Justice Court judges, mental health providers and mediators. 75% of referrals come from these entities. Letters of Collaboration included with this grant application.

**Community Support Services Grant (CSSG)
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PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)
Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title: YOUTH SERVICES OPERATIONAL GRANT	Requested Amount	Other Funding	In-Kind	Total Funds
Project Expenses FY 2021-2026				
Executive Director	6,020.00			\$6,020.00
Human Resources Director	1,445.00			\$1,445.00
Licensed Social Worker	31,304.00	8,700.00 Fee for service	15,150.00 Intern Volunteers	55,154.00
Family Advocate	3,049.00			\$3,049.00
Fiscal Manager	3,540.00			\$3,540.00
Accounting Technician	2,407.00			\$2,407.00
Office Support	2,053.00			\$2,053.00
Supplies/Operating Expenses	4,302.00			\$4,302.00
TOTALS	54,120.00	8,700.00	15,150.00	\$77,970.00

Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	Building lease – Northgate office are on lease with the City of Carson.
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	\$97,776.00 – as verified by NAI Alliance Bruce Robertson

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
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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
Executive Director	6,020.00	156 hours @ 38.59 per hour 3 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Human Resources Director	1,445.00	52 hours @ 27.79 1 hour per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Licensed Social Worker	31,304.00	1,040 hours @ 30.10 per hour 20 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Family Advocate	3,049.00	130 hours @ 23.45 per hour 2.5 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Fiscal Manager	3,540.00	104 hours @ 34.04 per hour 2 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Accounting Technician	2,407.00	78 hours @ 30.86 per hour 1.5 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Office Support	2,053.00	104 hours @ 19.74 per hour 2 hours per week Includes fringe – health benefit stipend, FICA/Medicare, Unemployment Insurance and Workers Comp based on FY21 rates
Audit/Tax Preparation	1,200.00	FY Annual Single Scope Audit and Form 990 \$17,250 annually x 4% = \$690 \$12,750 A-133 Audit x 4% = \$510

**Community Support Services Grant (CSSG)
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IT Technology, Security System Software Support and Website Maintenance	401.00	\$33.40/mo x 12 months 4% of FY21 shared operating expense
Liability Insurance	591.00	Liability / D&O as required by law \$14,783 annually x 4% = \$591.00
Office Supplies	216.00	\$18.00/mo x 12 months 4% of FY21 shared operating expense
Copy Count / Copier Lease	274.00	Copy Count – \$12.60/mo x 12 months = 151.20 Copier Lease – \$10.20/mo x 12 months = 122.40 4% of FY21 shared operating expense
Postage	40.00	\$3.33/mo x 12 months 4% of FY21 shared operating expense
Communications – Telephone and Internet	356.00	\$29.64/mo x 12 months 4% of FY21 shared operating expense
Occupancy – Utilities / Water	604.00	\$3,774/quarter x 4 quarters = \$15,098 x 4% = \$603.92 Based on allocation of leased office space
Storage Unit Rental – Records Retention	53.00	\$110/mo x 12 months = \$1,320 x 4% = \$52.80 for allocated share of file storage for Unit F05
Occupancy – Janitorial Services	527.00	\$1,098/mo x 12 months = \$13,176 x 4% = \$527.04 Based on allocation of leased office space
Occupancy – Office Repair and Maintenance	10.00	Facility fire/safety inspections, and repairs (\$260 annually x 4% = \$10.40) Based on allocation of leased office space
Mileage	30.00	52 miles x .575 IRS rate per mile 2020
TOTAL REQUESTED CSSG AMOUNT	54,120.00	

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

OTHER FUNDING – DETAILED

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
<u>Other Funding</u> Cooperative Parenting Class Fees	4,500.00	100 parents @ 45.00 each workshop
<u>Other Funding</u> Supervised Visitation Class Fees	4,200.00	60 parents x 2 visitations @ 35.00 each for session
TOTAL – OTHER FUNDING	8,700.00	

IN-KIND – DETAILED

PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
<u>In-Kind</u> UNR Social Work Interns Volunteer Hours Cooperative Parenting	5,145.00	216 hours x 23.82 per hour (As per the independentsector.org) UNR Social Work Interns Volunteer service to Cooperative Parenting! clients
<u>In-Kind</u> UNR Social Work Interns Volunteer Hours Reach Up	7,718.00	324 hours x 23.82 per hour (As per the independentsector.org) UNR Social Work Interns Volunteer service to Reach Up! clients
<u>In-Kind</u> UNR Social Work Interns Volunteer Hours Supervised Visitations	2,287.00	96 hours x 23.82 per hour (As per the independentsector.org) UNR Social Work Interns Volunteer service to Supervised Visitation clients
TOTAL - IN-KIND CONTRIBUTIONS	\$15,150.00	
TOTAL FUNDS/IN-KIND YOUTH SERVICES PROGRAMS	\$77,970.00	Includes CSSG Requested funds, other funding and In-Kind contributions to youth programming.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

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 1-7 to your application. Item 8 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

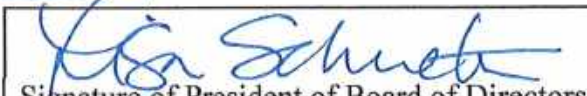
Attachment Number	Attachment Description	Attachment Included (✓)
1	IRS Tax Exempt 501(c) (3) letter (available to print from Secretary of State's website)	✓
2	Proof of incorporation from Secretary of State (Certificate Only) Go to https://www.nvsilverflume.gov/certificate You will need to register in 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	✓
6	Profit and Loss Statements and Balance Sheets for prior 3 years	✓
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION	✓
8	Funding commitment letters and/or letters of support (if applicable)	✓

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

CERTIFICATION

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.

	10-22-20
Signature of Authorized Official	Date
Joyce Buckingham, Executive Director	(775) 884-2269
Typed Name and Title of Authorized Official	Phone Number

	10-22-20
Signature of President of Board of Directors	Date
Ali Banister, Board of Directors Chairperson	(775) 887-2033
Typed Name of President of Board of Directors	Phone Number

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

DEPARTMENT OF THE TREASURY

Date: 1 - 1 - 1997

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

Employer Identification Number:
80-0265470
DLN:
17051125159007
Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199
Accounting Period Ending:
June 30
Foundation Status Classification:
509(a)(2)
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)(vii).

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 1845 (DO/CO)

John S. Farrow
5-16-97

MA 51 23147

ATTACHMENT 1

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. 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.

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 (50/CG)

ATTACHMENT 1

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 completed. 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 (DC/cg)

ATTACHMENT 1

0000 0000 0000 0000

SOS

ENTITY INFORMATION

ENTITY INFORMATION

Entity Name:

RON WOOD FAMILY RESOURCE CENTER

Entity Number:

C7621-1997

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

04/09/1997

NV Business ID:

NV19971146602

Termination Date:

Perpetual

Annual Report Due Date:

4/30/2021

Solicits Charitable Contribution:

Yes

REGISTERED AGENT INFORMATION

Name of Individual or Legal Entity:

ATTACHMENT 2

CAROL WOLFF

Status:

Active

CRA Agent Entity Type:

Registered Agent Type:

Non-Commercial Registered Agent

NV Business ID:

Office or Position:

Jurisdiction:

Street Address:

860 VALLEY CREST , Carson City, NV, 89705, USA

Mailing Address:

Individual with Authority to Act:

Fictitious Website or Domain Name:

OFFICER INFORMATION

VIEW HISTORICAL DATA

Title	Name	Address	Last Updated	Status
President	Lisa Schuette	112 North Curry Street, Carson City, NV, 89701, USA	01/28/2020	Active
Officer	Gere' Clark	2374 Christmas Tree Drive, Carson City, NV, 89703, USA	01/28/2020	Active
Secretary	LINDA ALLEN	1400 KIM PLACE, MINDEN, NV, 89423, USA	04/22/2019	Active
Treasurer	LINDA ALLEN	1400 KIM PLACE, MINDEN, NV, 89423, USA	04/22/2019	Active
Director	JOYCE BUCKINGHAM	1321 KIM PLACE, MINDEN, NV, 89423, USA	04/22/2019	Active

CURRENT SHARES

Class/Series	Type	Share Number	Value
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No records to view.

Number of No Par Value Shares:

0

Total Authorized Capital:

[Filing History](#)

[Name History](#)

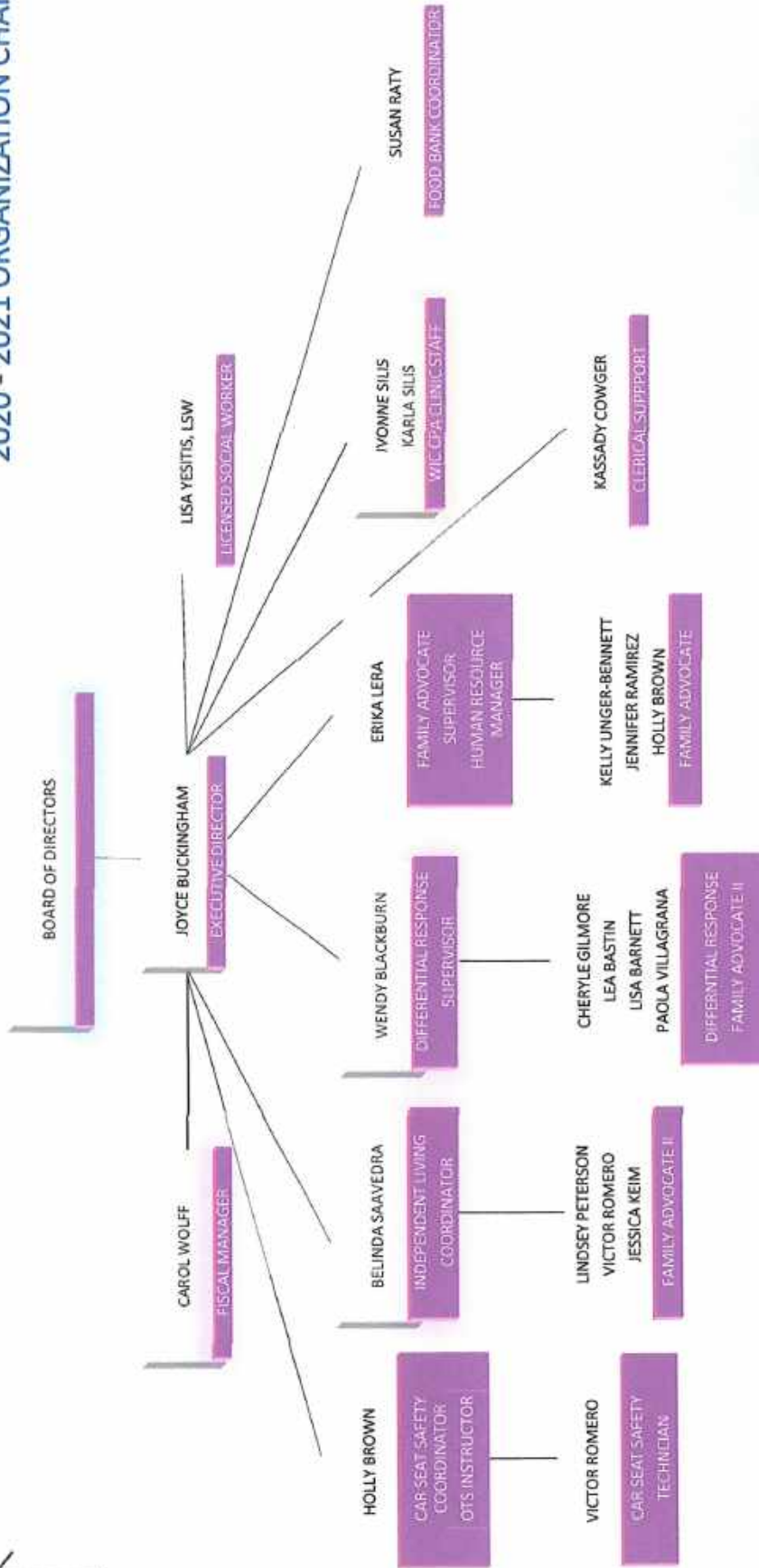
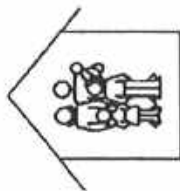
[Mergers/Conversions](#)

[Return to Search](#)

[Return to Results](#)

RON WOOD FAMILY RESOURCE CENTER

2020 - 2021 ORGANIZATION CHART



*Ron Wood Family Resource Center
Board of Directors – 2019 - 2021*

Name	COMMITTEE ASSIGNMENTS	TERMS OF OFFICE
BOARD OFFICERS		
Lisa Schuette Chairperson	FUND RAISING PUBLIC RELATIONS	2019 - 2021
Gere' Clark Vice-Chairperson	FUND RAISING PUBLIC RELATIONS	2019 - 2021
Linda Allen Secretary/Treasurer	FUND RAISING PUBLIC RELATIONS	2019 - 2021
BOARD MEMBERS		
Ali Banister	POLICY AND PROCEDURES	2019 - 2021
Evie Dean	FUND RAISING PUBLIC RELATIONS	2019 - 2021
Greg Wood	FUND RAISING PUBLIC RELATIONS	2019 - 2021
Ken Furlong	FUND RAISING PUBLIC RELATIONS	2019 - 2021
Rick Redican	POLICY AND PROCEDURE	2019 - 2021
Stan Jones	POLICY AND PROCEDURES	2019 - 2021
Trina Dahlin	POLICY AND PROCEDURES	2019 - 2021
Valeri Wood	FUND RAISING	2019 - 2021

ATTACHMENT 4

Return of Organization Exempt From Income Tax

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

2018

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

Open to Public Inspection

▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Department of the Treasury
Internal Revenue Service

A For the 2018 calendar year, or tax year beginning <u>Jul 1</u> , 2018, and ending <u>Jun 30</u> , 2019	
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 <u>Ron Wood Family Resource Center</u>
	D Employer identification number <u>86-0865470</u>
	E Telephone number <u>(775) 884-2269</u>
	G Gross receipts \$ <u>1,832,585.</u>
	F Name and address of principal officer: <u>Joyce Buckingham, 2621 Northgate Lane, Suite 62, Carson City, NV 89706-1619</u>
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 type="checkbox"/> No If "No," attach a list. (see instructions)	
H(c) Group exemption number ▶	
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527	
J Website: ▶ <u>ronwoodcenter.org</u>	
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶	
L Year of formation: <u>1997</u> M State of legal domicile: <u>NV</u>	

Part I Summary			
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: <u>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</u>		
	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	11
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	11
	5 Total number of individuals employed in calendar year 2018 (Part V, line 2a)	5	23
	6 Total number of volunteers (estimate if necessary)	6	235
	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 38	7b	0.	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year <u>1,932,614.</u>	Current Year <u>1,819,104.</u>
	9 Program service revenue (Part VIII, line 2g)	<u>12,696.</u>	<u>13,441.</u>
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<u>31.</u>	<u>40.</u>
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		
	12 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<u>1,945,341.</u>	<u>1,832,585.</u>
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	<u>18,700.</u>	
	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)	<u>982,806.</u>	<u>932,198.</u>
	16a Professional fundraising fees (Part IX, column (A), line 11e)		
	b Total fundraising expenses (Part IX, column (D), line 25) ▶ <u>0.</u>		
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	<u>944,666.</u>	<u>871,969.</u>
	18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<u>1,946,172.</u>	<u>1,804,167.</u>
Net Assets or Fund Balances	19 Revenue less expenses. Subtract line 18 from line 12	<u>-831.</u>	<u>28,418.</u>
	20 Total assets (Part X, line 16)	Beginning of Current Year <u>287,150.</u>	End of Year <u>313,060.</u>
	21 Total liabilities (Part X, line 26)	<u>50,454.</u>	<u>52,327.</u>
	22 Net assets or fund balances. Subtract line 21 from line 20	<u>236,696.</u>	<u>260,733.</u>

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
	<u>Joyce Buckingham, Executive Director</u> Type or print name and title	

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	<u>Cory Wright</u>	<u>Cory Wright</u>	<u>04/24/2020</u>		<u>P00150239</u>
	Firm's name ▶ <u>CORY WRIGHT CPA CHTD</u>	Firm's EIN ▶ <u>88-0407788</u>		Phone no. <u>(775) 322-8337</u>	

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

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:
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

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 \$ 1,732,364. including grants of \$ 0.) (Revenue \$ 1,832,585.)
Food Programs
Education, Training and Referral
Advocacy and Case Management
Other

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

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

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

4e Total program service expenses ▶ 1,732,364.

Ron Wood Family Resource Center
 Fiscal Report as of 09/30/20 (cash basis)
 Fiscal Year Ending 6/30/2021

1st QUARTER
 2020-21

Cash Balance at 09/30/20		Net Income: 07/01/20 to 09/30/20	
Checking Acct Balance	\$ 221,564	Receipts	\$ 352,941
Money Market Balance	\$ 2,825		
Savings Account Balance	\$ 329	Expenses	\$ 402,849
PayPal Account Balance	\$ 345		
Total Cash Balance:	\$ 225,063	Balance:	\$ (49,908)

*AR INVOICES

Activity To Date for Fiscal Year End 6/30/2021	FY 2021 Est. Budget	Posted 07/01/20 - 09/30/20	Comments
Grant Income	\$ 1,645,329	\$ 300,044	
Other Income - Program Services	\$ 14,400	\$ 7,825	Supv Visits, Co-Parenting, Car Seats, Other
Other Income - Fundraising + Restricted Donations	\$ -	\$ 150	Bldg Fund, Restricted Donations
Donations - Cash Receipts	\$ 51,000	\$ 5,512	Over Counter, PayPal, Food Bank, Leg Grace
Donations - In-Kind	\$ 199,414	\$ 37,748	Includes FAFFY Grant Match & Volunteers
Accts Receivable	\$ 5,700	\$ 1,662	Janitorial Restroom Assessments
Total Income:	\$ 1,915,843	\$ 352,941	
7000 - Grant & Contract Expense	\$ 176,839	\$ 64,072	Direct Services, Car Seats, Birth Certificates
7200 - Personnel Expense	\$ 1,206,114	\$ 241,143	
7500 - Contractual Services	\$ 48,854	\$ 12,545	Audit, Acctg, IT Contactors
8100 - Operating Expenses	\$ 62,829	\$ 27,067	
8200 - Occupancy Expense	\$ 42,009	\$ 10,077	Includes Janitorial RR
8300 - Travel & Meetings Expense	\$ 70,032	\$ 4,055	
8350 - Training - Staff Development	\$ 2,669	\$ 780	
8500 - Equipment	\$ 47	\$ 5,353	
8900 - Leasehold Improvements Expense	\$ -		CMHC
9000 - Indirect	\$ 107,036		Grant Income offset for non-budgeted expenses
Required Match	\$ 199,414	\$ 37,748	
MISC Expense - Admin	\$ -	\$ 9	PayPal Fees, LOC Interest, Bus Lic Fees
Total Expenses:	\$1,915,843	\$402,849	

(49,908)

Ron Wood Family Resource Center
Fiscal Report as of 06/30/20 (cash basis)
Fiscal Year Ending 6/30/2020

Cash Balance at 06/30/20		Net Income: 07/01/19 to 06/30/20	
Checking Acct Balance	\$ 280,255	Receipts	\$ 1,692,367
Money Market Balance	\$ 2,824		
Savings Account Balance	\$ 329	Expenses	\$ 1,484,368
PayPal Account Balance			
Total Cash Balance:	\$ 283,408	Balance:	\$ 207,999

Activity To Date for Fiscal Year End 6/30/2020	FY 2020 Est. Budget	Posted 07/01/19 - 06/30/20	Comments
Grant Income	\$ 1,328,452	\$ 1,289,735	
Other Income - Program Services	\$ 12,400	\$ 11,642	Supv Visits, Co-Parenting, Car Seats, Other
Other Income - Fundraising + Restricted Donations	\$ 15,000	\$ 142,166	Bldg Fund, Restricted Donations
Donations - Cash Receipts	\$ 43,600	\$ 54,630	Over Counter, PayPal, Food Bank, Leg Grace
Donations - In-Kind	\$ 167,044	\$ 191,862	Includes FAFFY Grant Match & Volunteers
Accts Receivable	\$ -	\$ 2,332	Janitorial Restroom Assessments
Total Income:	\$ 1,566,496	\$ 1,692,367	
7000 · Grant & Contract Expense	\$ 48,125	\$ 32,604	Direct Services, Car Seats, Birth Certificates
7200 · Personnel Expense	\$ 1,080,359	\$ 1,066,380	
7500 · Contractual Services	\$ 38,980	\$ 26,832	Audit, Acctg, IT Contactors
8100 · Operating Expenses	\$ 50,043	\$ 56,519	
8200 · Occupancy Expense	\$ 29,787	\$ 39,297	
8300 · Travel & Meetings Expense	\$ 55,226	\$ 31,644	
8350 · Training - Staff Development	\$ 1,035	\$ 3,494	
8500 · Equipment	\$ 4,900	\$ 3,279	
8700 · Board Fundraiser Expense	\$ -	\$ 2,479	
8900 · Leasehold Improvements Expense	\$ -	\$ 29,429	CMHC Remodel
9000 · Indirect	\$ 90,997	\$ -	Grant Income offset for non-budgeted expenses
Required Match	\$ 167,044	\$ 191,862	
MISC Expense · Admin	\$ -	\$ 549	PayPal Fees, LOC Interest, Bus Lic Fees
Total Expenses:	\$1,566,496	\$1,484,368	100% of grant monies expended

207,999

Ron Wood Family Resource Center
Fiscal Report as of 06/30/19 (cash basis)
Fiscal Year Ending 6/30/2019

Cash Balance at 06/30/19		Net Income: 07/01/18 to 06/30/19	
Checking Acct Balance	\$ 72,428	Receipts	\$ 1,160,785
Money Market Balance	\$ 2,821		
Savings Account Balance	\$ 328	Expenses	\$ 1,197,306
PayPal Account Balance	\$ 288		
Total Cash Balance:	\$ 75,865	Balance:	\$ (36,521)

A/R Invoices

Activity To Date for Fiscal Year End 6/30/2019	FY 2019 Est. Budget	Posted 07/01/18 - 06/30/19	Comments
Grant Income	\$ 1,178,596	\$ 1,016,865	
Other Income	\$ 19,700	\$ 13,966	Supv Vlsits, Parenting, Car Seats, Leg Grace, Other
Other Fundraising Donations	\$ -	\$ 11,250	Bldg Construction Fund, Restricted Donations
Donations - Cash Receipts	\$ 49,400	\$ 42,394	Over Counter, PayPal, Food Bank Receipts
Donations - In-Kind	\$ 76,100	\$ 76,310	Includes FAFFY Grant Match & Volunteers
Total Income:	\$ 1,323,796	\$ 1,160,785	
7000 · Grant & contract expense	\$ 56,850	\$ 36,607	Direct Services, Car Seats, Birth Certificates
7200 · Personnel Expense	\$ 946,015	\$ 926,533	
7600 · Contractual Services	\$ 28,896	\$ 29,582	Audit, Acctg and IT Contactors
8100 · Operating Expenses	\$ 58,622	\$ 60,539	
8200 · Occupancy Expenses	\$ 24,508	\$ 29,547	
8300 · Travel & meetings expenses	\$ 56,830	\$ 30,631	
8360 · Training - Staff Development	\$ 40	\$ 4,677	
8600 · Equipment	\$ 2,398	\$ 2,704	
8700 · Board Fundraiser	\$ -	\$ -	
9000 · Indirect	\$ 73,537	\$ -	Grant Income offset for non-budgeted expenses
Required Match	\$ 76,100	\$ 76,310	
MISC Expense · Admin	\$ -	\$ 176	PayPal Fees, LOC Interest, Bus Lic Fees
Total Expenses:	\$1,323,796	\$1,197,306	

(36,521)

Skip Navigation



JOYCE BUCKINGHAM Log Out

- My SAM
- Search Records
- Data Access
- Check Status
- About
- Help

⚠ ALERT: Due to internal maintenance, the SAM Entity Management web service and the SAM SFTP server will be unavailable on Friday October 2, 2020 @ 8:00 PM - 11:00 PM (ET).

Search

⚠ ALERT: SAM.gov will be down for scheduled maintenance Saturday, 10/10/2020 from 8:00 AM to 1:00 PM.

Register Entity

- Overview
- Purpose of Registration
- Core Data
- Representations and Certifications
- Points of Contact
- Submit Registration
 - Entity Review
 - Confirmation Page

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Submit Registration

Ron Wood Family Resource Center
DUNS: 867923401 CAGE Code: 3UXV9

Confirmation Page

Registration Submitted - Confirmation

Wed Sep 30 17:08:15 EDT 2020

You successfully submitted your entity registration. This registration record will remain in Submitted status until all external validations are complete. This process is entirely FREE to you. It is FREE to register and maintain your registration in SAM. It is FREE to get help with your registration.

What happens next?

1 If you provided a Taxpayer Identification Number (TIN), the Internal Revenue Service (IRS) will conduct a validation of your TIN and Taxpayer Name. This could take two business days. You will get an email from @sam.gov when that review is complete.

2 Your registration will then be sent to the Defense Logistics Agency (DLA) Commercial and Government Entity (CAGE) Code system for assignment or validation of your CAGE Code. This also is a FREE service. This step averages two business days, but the DLA CAGE team can take up to ten business days, or longer, in peak periods. You will get an email from @sam.gov when that review is complete.

3 If the DLA CAGE team has any questions, they will contact the individual you listed as the Government Business Point of Contact (POC) via email. The email will come from an @dla.mil address. Please tell your Government Business POC to respond right away to any requests from an @dla.mil email. If a timely response is not received, your registration will be returned to SAM and your registration status changed to Work in Progress. You will have to resubmit and provide the requested information to DLA CAGE to continue.

4 You will get an email from @sam.gov when your registration passes these external validations and becomes Active. While you are waiting, use the Check Status tab in the SAM main navigation bar to see where your registration is in the review process.

ATTACHMENT 7

5 Remember, it is FREE to register and maintain your registration in SAM. If you get an email from any address that does not end in .gov or .mil, be cautious. If you get an email, text message, or phone call asking for money or payment of any amount, be very cautious. These parties do not represent the U.S. government. You engage third party vendors at your own risk.

6 You can get FREE help with your registration by contacting our supporting Federal Service Desk (FSD). In addition, if you are located in the U.S. and its outlying areas, you can get FREE support from your local Procurement Technical Assistance Center (PTAC), an official resource for government contracting assistance. Check the PTAC website to locate your closest PTAC.

To print or save a PDF of the entity registration record, select View Details, then select the Entity Registration sub-navigation link.

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IBM-P-20200814-1154

WWW3

February 6, 2020

Subject: Letter of Support for Ron Wood Family Resource Center

Dear Selection Committee,

It is my pleasure to write in support of the Ron Wood Family Resource Center's application for the Carson City CSSG Grant. The Ron Wood Family Resource Center is one of the school district's community partners on whom we rely for a variety of services and supports for our students and their families. In a time when families face many difficulties inside and outside of the home related to child rearing and relationships, it is critical to have the funding and tools to help people deal with life's challenges.

The Ron Wood Family Resource Center currently uses a variety of tools to support families. Having the funding to continue these programs is vital in helping struggling families. Specifically, the following programs would be continued if the necessary funding is obtained:

- Reach Up- Free mental health services for children
- Family Engagement Program-Case management and services to families (and youth on probation) to meet the terms of their probation
- Supervised Visitations-Court-ordered supervised visitations for non-custodial parents
- Cooperative Parenting After and During Divorce – Parenting classes addressing *communication for the sake of the children*

The programs mentioned above all fall in line with several of the goals of Carson City School District's Strategic Plan, Specifically, Goal 3, Engaged Parents and Families, and Goal 4, Healthy Generations of Students, are supported fully by the Ron Wood Family Resource Center's current programs. I applaud the proposal of the Ron Wood Family Resource Center to continue improving our Community by providing training and support to families in need and ask that you give serious consideration to their proposal. If I can be of any assistance by providing additional information, I welcome your call.

Sincerely,



Richard W. Stokes
Superintendent
(775)-283-2100

CARSON CITY/STOREY COUNTY
DEPARTMENT OF JUVENILE SERVICES
JUVENILE PROBATION/DETENTION DIVISION
of the
FIRST JUDICIAL DISTRICT COURT

James T. Russell
District Judge Dept. I

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

Ali Banister
Chief of Juvenile Services

Linda Lawlor
Deputy Chief of Juvenile
Services



February 4 , 2020

RE: Letter of Collaboration for Youth Services Grant

To Whom It May Concern,

As the Chief of Juvenile Service in Carson City, Nevada and Ron Wood Board Member, I am writing to show continued collaboration for the Ron Wood Center, as we will continue to refer families to Ron Wood Resource center for multiple programs. Carson City Juvenile Services continues to refer youth and families to the Reach Up and Family Engagement Program on a regular basis. In addition, Carson City Courts regularly refers families to the Supervised Visitation Program and Cooperative Parenting Divorce Program.

These programs have been a huge asset to our community and to the First Judicial District Court. Many of the targeted youth and families in these programs have been in crisis and have poor relationships with their families. However, through the programs offered at the Ron Wood Center, these families are able to reconnect and get back on track. For example, the Reach Up Program offers mental health services for youth in need by providing free assessments and educational counseling for youth and families. In addition, the Reach Up Program provides youth grief services and suicide prevention.

The Ron Wood Center has also provided invaluable services to the First Judicial District Court, as it has provided a Family Engagement Program. This program has supported families and provided counseling services to those in need. It has also provided case management to youth on probation, in order to meet the terms of their probation.

The Ron Wood Center has provided the Co-Parenting Divorce Program to several court involved youth and families. This program has educated multiple parents regarding the impact of parental conflict on their child's development. It has taught many families how to communicate effectively, while learning the skills of conflict resolution and anger management. In addition, this program increases the likelihood of keeping two parents active in their child's life.

Lastly, the Ron Wood Center offers the Supervised Visitation Program for Court involved families. This program was established to provide a forum for children and non-custodial parents to develop or re-establish ongoing familial relationship in a safe environment. This program affords the non-custodial parent the opportunity to spend time with his/her child in a natural setting without interference from the custodial parent or other interested parties.

The Ron Wood Center is an essential resource for the Carson City Courts and Juvenile Services Department. Without the resource of the Ron Wood Center educating parents, there would be more children suffering from neglect. This would have lasting effects on children and future generations.

The Ron Wood Center is seeking funding to allow the center to further serve youth and families in our community, while offering additional services. It is the hope with these additional services, these programs will effectively continue to serve youth and families within our community.

In conclusion, I truly believe the Ron Wood Center is making a difference in the community of Carson City, Nevada. At this time, I would strongly encourage funding for the listed programs, and would love nothing more than to continue to work collaboratively with the Ron Wood Center, as I know it is making a difference in the community we are serving.

Sincerely,



Ali Banister

Chief Juvenile Probation Officer



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

February 5, 2020

Re: Letter of Support

To Whom It May Concern:

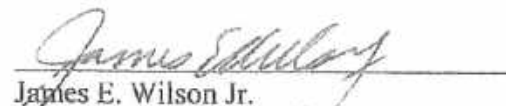
The Ron Wood Center (RWC) provides an invaluable service to the First Judicial District Court and to the community. The RWC conducts parenting classes, supports families, and provides counseling services, supervised visitation, financial assistance, and related supports for prevention of child abuse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

The RWC is an essential resource for the court. Its Reach Up program provides vital assessment and ongoing comprehensive behavioral health treatment to the at-risk youth in Carson City, and its Family Engagement Program provides case management and services to families and youth on probation to meet the terms of their probation. The court regularly refers parents involved in custodial cases to participate in the RWC's Cooperative Parenting After and During Divorce to help parents reduce conflict and develop the tools to positively co-parent. Additionally, the supervised visitation service provided by the RWC is relied on by the Court as a resource to ensure parental involvement is maintained and encouraged in custodial cases that require more oversight between a non-custodial parent and child.

Without the resources of the RWC educating and supporting parents and children, there would be more children suffering from neglect, substance abuse, and/or the negative effects of high-conflict custodial cases. This would have a lasting effect on children and future generations. We are in support of the RWC pursuing grant funding to ensure that the Court may continue to refer families to utilize the aforementioned critical programs and services.

Sincerely,


James T. Russell
District Court Judge


James E. Wilson Jr.
District Court Judge

SHERIFF'S OFFICE
CARSON CITY

Ken Furlong
Sheriff

911 E. Musser St.
Carson City, NV
89701

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: February 2, 2020

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



**Community Support Services Grant (CSS)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT**
- CURRENTLY FUNDED APPLICANT (AMOUNT \$ _____)**

APPLICANT INFORMATION

Agency Name: Spirit of Hope, Inc	
Agency Mailing Address: 411 N. Division Street, Carson City, NV 89703	
Project Name: Senior Homeless Housing and Support	
Project Address/Location: Carson City	
Contact Person: Ellen Jackson, Executive Director	
Phone Number: 775-461-3331	Email: Ellen@SpiritofhopeincNV.org
Fax: 775-461-3331	Website (if applicable): Under construction

FISCAL MANAGER

Name:	Nancy Nizankiewicz
Title:	Accountant
Phone number:	301.943.3087 or 775.461.3331
Email:	Nancy@spiritofhopeincNV.org

PROJECT FUNDING

Requested amount	72,200
Other funding for the same project	\$0.00
Total project cost	72,200

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input checked="" type="checkbox"/> SENIOR CITIZEN SERVICES	<input type="checkbox"/> HEALTH/DENTAL SERVICES
<input type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

Spirit of Hope is a local 501 c3 nonprofit which has been providing housing for housing insecure people in the Carson community since 2010. Spirit of Hope is the only agency providing these unique services which are critical to the Carson City community.

After an intake process each qualifying homeless candidate is placed in a home designed to be more than just a clean and safe place to live, but to feel like a family environment. Each home celebrates milestones together, treats each resident individually and addresses their most critical needs, and are most often led by one resident that steps up to take a leadership role. This is why Carson City social service agencies and the court system seek out Spirit of Hope homes to place their most difficult clients. In a true home environment, even difficult clients will often decide to address destructive behaviors and begin to improve their lives.

No other agencies in Carson City provide this type of service for the community. There are currently approximately 50 residents living in 9 Spirit of Hope homes with a growing waitlist of at least 16 more needing placement, but all the existing homes are full.

Spirit of Hope cannot continue to grow without financial support to maintain the needs of the organization and its clients. Programs need to be expanded and additional staff is required to properly maintain and execute the quality and standard of care in place.

Additional funding will allow Spirit of Hope to continue to grow in the Carson community by adding two additional homes per year to address the growing homeless waitlist. It currently costs approximately \$6,000-\$7,000 to secure a home with rent, including deposit and furnishings and approximately \$4,850 per month to support the programs and operating cost for two new homes.

The programs we provide encourage residents to not only take care of themselves but to become part of the community by getting involved and volunteering in local organizations. With new funding Spirit of Hope will be able to ensure each resident is following their action and/or treatment plan, staying healthy, taking their medications and becoming productive members of the Carson City community.

Spirit of Hope is requesting a total of \$361,000 over a five-year period to continue supporting the homeless of Carson City by providing housing for qualified low-income individuals that would otherwise be a financial and social burden on the city.

Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

According to the US Interagency Council on Homelessness as of January 2019, Nevada had an estimated 7,169 experiencing homelessness on any given day, as reported by Continuums of Care to the U.S. Department of Housing and Urban Development (HUD). Of that total, 183 were family households, 674 were Veterans, 1,285 were unaccompanied young adults (aged 18-24), and 715 were individuals experiencing chronic homelessness.

According to the Nevada Appeal, January 2019 article “Carson City homeless population rising” there was an increase of 27 to 30 percent from last year in the homeless population. The Nevada Senior Guide posted on their website key senior statistics:

- 12% of the population of Nevada are seniors (source: Census.gov)
- 25% of those seniors living in Nevada are living alone (source: Census.gov)
- 6% of Nevada senior households have an annual income of less than \$10k (source: Census.gov ACS)

Mary Jane Ostrander, division manager, CCHHS, agrees a lack of affordable housing is the No. 1 issue. “It is getting more and more difficult to find property managers who will accept assistant programs because they don’t have to,” said Ostrander in the Nevada Appeal, January 30, 2019.

In a conversation with the Health and Human Services department, Spirit of Hope was told that the average cost to Carson City for housing and case management for a homeless individual is approximately \$17,000 per year. In addition to saving our city from incurring these costs, Spirit of Hope clients improve and stabilize, so they stay on their medications resulting in fewer trips to the emergency rooms.

Spirit of Hope addresses homelessness through a model of care based on the housing-first philosophy—that without safe and supportive environments in which to live, the homeless cannot pull themselves out of the depths that led them there in the first place. According to the National Alliance to End Homelessness, the key to solving anyone’s homelessness crisis, no matter the root cause, is to reconnect with permanent housing. Without a reconnection to permanent housing, the problems that lead to homelessness, from mental illness to substance abuse, cannot be solved in a sustainable way. The NAEH (National Alliance to End Homelessness) states: “This is what we mean by Housing First: the homelessness is a problem with a solution, and that solution is housing. For everyone. Whether you follow the rules or not. Whether you are 'compliant' with treatment or not. Whether you have a criminal record or not. Whether you have been on the streets for one day or ten years. Permanent housing is what ends homelessness.”

Spirit of Hope rents large homes and rents rooms to seniors in need of housing. This grant will allow the addition of two additional homes per year over the next 5 years, which will alleviate the growing waitlist and referrals of senior individuals currently without a permanent home.

Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

Spirit of Hope adheres to these housing-first principles, with one exception—the ability to stay in a home managed by Spirit of Hope is conditional. There are strict rules for all clients. After years of working tirelessly advocating and caring for the homeless, Spirit of Hope has reconciled that the amount of giving is predicated on a client's desire to improve his or her life.

Spirit of Hope will not work harder than the clients work for themselves. But setting high expectations for proper behavior does not mean Spirit of Hope isn't empathetic to the challenges of the homeless, and behavioral incidents are dealt with on a case-by-case basis.

Clients also have to buy-in financially because Spirit of Hope does not provide a free ride. Rent is inclusive and is billed on a sliding scale based on the client's ability to pay—rent for rooms typically start at \$550 per month. And everyone must contribute to maintaining the household.

The homes must be clean and organized and meals are coordinated to create a true home environment. There's additional motivation for clients to follow the rules—for every client currently living in a Spirit of Hope home, there are others waiting in line.

The inclusive rent payments go far beyond paying for utilities—Spirit of Hope drives clients to medical appointments and self-help meetings and personally ensures all homes, are clean and well-furnished. Spirit of Hope has set high standards for both its clients' well-being and their living arrangements.

The purpose of this grant is to obtain two homes per year over a five-year period to address the waitlist of homeless seniors in Carson City. Most of the waitlist candidates are referrals from local agencies such as Carson City Behavioral Health Services, others come from community service agencies like Ron Woods, FISH, Carson Tahoe Hospital, Carson court system.

Spirit of Hope's program goals encourage residents to not only take care of themselves but to become part of the community by volunteering in local organizations when appropriate. With new funding Spirit of Hope will be able to ensure each resident is following their action and/or treatment plan, staying healthy, taking their medications, and becoming productive members of the Carson City community.

Measurable objectives:

1. Weekly continuum of care and client compliance staff meetings
2. Reduced waitlist
3. Increased interaction with local agencies and the court system

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

Project objectives for Spirit of Hope include the following:

1. Each resident is evaluated at intake and an action plan of needs is developed at that time in conjunction with other agencies when required. Residents are then monitored and evaluated weekly by Spirit of Hope staff and any outside agencies involved in their care as they deem necessary. This includes but not limited to:
 - a. Review of action/treatment plan,
 - b. Medication monitoring,
 - c. Completing doctor follow-up visits and
 - d. Counseling appointments
 - e. Intervention if needed

2. Spirit of Hope residents will be encouraged to volunteer in local community agencies and/or events. Programs include opportunities that engage residents with the local community members through gardening, reading programs, arts and crafts and for some just visiting or listening to someone who is living alone. (This goal is on hold at this time because of Covid-19 restrictions)

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

Spirit of Hope directly impacts the problem of homelessness and improves the health and safety of our clients (primarily homeless seniors) by providing clean homes to live in, food and clothing when needed, assistance with social services such as food stamps, transportation to doctor and counseling appointments, grocery stores, medication and most any other need within reason.

Our approach is a “housing first” approach to ending homelessness, which has been proven effective in many trials nationwide. The NAEH (National Alliance to End Homelessness) has detailed information about this approach on its website.

Through trial and error over the last ten years, Spirit of Hope has developed a thorough protocol for identifying clients that are ready to enter stable housing and thrive in that setting. All clients must prove that they are ready and able to meet our behavioral requirements. They sign a contract that includes a no tolerance policy regarding substance abuse and detailed behavioral expectations while in our houses. With clear expectations, and the caring and individualized guidance of our staff, our clients are given a solid foundation from which to address the underlying causes of their homelessness.

While Spirit of Hope cannot single handedly end homelessness, it can greatly reduce the number of homeless seniors on the streets of Carson City. Carson City Health and Human Services estimates that it costs the city approximately \$17,000 per year to provide services to a homeless person on our streets. With the help of this CSSG grant, we will open 2 new houses per year, thereby taking 8 to 10 people off our streets thereby saving the city between \$136,000 and \$175,000 per year. More importantly, 8 to 10 individuals will be given the opportunity to transition from a life of insecurity and dependence to becoming contributing members of our community.

Spirit of Hope is the only organization in Northern Nevada that implements this model, which has a 10-year proven success rate. Without this funding Spirit of Hope will not be able to secure additional homes leaving people on the waitlist and on the streets.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

It is easy to evaluate the success of Spirit of Hope by the number of homeless people that we have removed from the streets of Carson City over the last 10 years. Based strictly on this measure, we are wildly successful, with 50 people (and counting) currently using our services to permanently transition from housing insecurity to housing stability.

However, the most gratifying success of Spirit of Hope programs is measured by the progress each resident makes in addressing their life's challenges based on the stability our housing provides. That is why Spirit of Hope conducts a weekly review of each resident's progress and makes adjustments as needed, including contacting outside agencies for necessary support services. Residents that are noncompliant with our behavioral standards are not allowed to stay in our houses. There are countless instances where residents that have been asked to leave our houses return a short time later with a renewed commitment to self-improvement.

Residents that meet our standards see significant improvement from their initial contact with the program to become open, engaging, happy people who appreciate not only a second chance but feel cared for and listened to. They are no longer a person that people avoid on the street. In addition, residents improve when they are reliably taking their medications, regardless of the ailment. It is difficult to stay on medication when you are struggling each day to find a place to sleep that night.

So, Spirit of Hope has a well-organized and time-tested approach to helping homeless people. We are experts at providing people with affordable housing and caring support services. With the help of our funders, we will continue to increase the number of people who have access to our services.

But what gives us the passion to continue our mission is the feedback we get from our residents when they realize their potential.

Heron house resident "I don't know what I would do without Spirit of Hope. Since I have been at my group home, I have been clean and sober for almost 2 years. Thank you for all your support.

Text from Shane at La Mirada house "I woke up this morning emotional and very grateful I have someone like you in my life. Thank you for just being you. I wanna say thank you. No matter how busy or crazy life gets or how stressed life will get no matter what Ellen you still have a sincere kind words for everyone. I apologize I'm not brown nosing either. Lmao. Thank you 🙏

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

On average, 75% of Spirit of Hope's funding has come from the rent that our clients pay. However, we do not remove clients from our houses for infrequently missing a rent payment. In addition, rents are going up quickly in our town, which puts pressure on our budget. As our client base continues to grow, so will our need for increased funding for client services.

Therefore, Spirit of Hope is actively seeking additional sources of funding. We are applying for government grants and have built a strong community-based Board of Directors that are focusing on recurring fundraising opportunities. Some fund-raising activities that will be pursued in 2021 are:

- Creating and throwing a signature yearly friend and fund-raising event
- Donor base building through networking, website, newsletter, and small donor events
- Pursuing foundation support
- Partnering with local businesses and organizations for fund raising events that promote community wellness.
- Publishing a community wellness resource guide for sale throughout our community.
- Asking restaurants to donate a percentage of proceeds when a special menu item is sold
- Participate in Downtown Business Association events, including the wine walk, to build support for our efforts

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

Spirit of Hope collaborates on a daily basis with the Carson City Behavioral Health Center, the Carson City Court System, Mallory Behavior Health Crisis Center and VIP (Vitality Integrated Programs), and Carson Tahoe Hospital, Ron Woods and FISH.

Letters of support and collaboration from the following are attached:

Carson Tahoe Health
Sierra Counseling and Neurotherapy
Raymond Roberts, D.P.M.
Carson City Deputy Public Guardian's Office

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)

Project Title: Senior Homeless Housing and Support	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
Rental lease for 2 homes (Inc sec deposit)	\$ 6,400.00		
Furnishing, bedding, dishes, etc 2 homes	\$7,600.00		
Utilities	\$ 5,226.00		
Transportation	\$ 900.00		
General Maintenance	\$ 1,200.00		
Contracted house cleaning	\$ 5,420.00		
Client Supplies	\$ 900.00		
Client Services/Compliance Payroll	\$ 44,554.00		
TOTALS	\$ 72,200.00		

Other Carson City Contributions

Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	N/A
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	N/A

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

BUDGET JUSTIFICATION

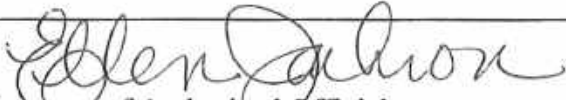
Please list each project expense from the previous page and explain in more detail. Include calculations. Use additional pages if necessary.

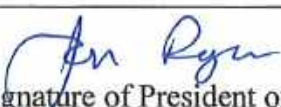
PROJECT EXPENSE	AMOUNT BUDGETED	JUSTIFICATION OF EXPENSE
2 Rental Homes	\$6,400.00	\$3,200 per month for 2 houses \$3,200 security deposit for 2 houses
Furnishings	\$7,600.00	\$3,800 per house, includes tables, chairs, couch, loveseat, beds, dressers, washer, dryer, dishes, towels, bed linens, lamps, rugs, trash cans, cleaning supplies, curtains/window coverings, second refrigerator
Utilities	\$5,226.00	Estimated costs based on usage (2 homes) Elec \$1206 Gas \$780 Water \$960 Cable \$1680 Internet \$600
Transportation	\$900.00	\$75/mo fuel for van to transport clients to appointments
General Maintenance	\$1,200.00	\$600 seasonal lawncare (2 homes) \$600 pest control (2 homes)
Contracted House Cleaning	\$5,420.00	Initial deep cleaning @ \$310/ea and bi-weekly cleaning @ \$200 for two homes
Client Supplies	\$900.00	Basic Covid supplies for clients, masks, sanitizer, disinfectant wipes \$75/mo
Client Services/Compliance Payroll	\$44,554.00	One new full-time position at \$17/hr, Includes 19% taxes and benefits.

AGENCY INFORMATION

Date of incorporation	8/3/2009
Date of IRS certification	4/23/2010
Tax exempt number	80-0461686
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	073787152

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

 Signature of Authorized Official	Date 10-23-20
Ellen Jackson, Executive Director Typed Name and Title of Authorized Official	775-461-3331 Phone Number

 Signature of President of Board of Directors	Date 10-23-20
Jon Rogers Typed Name of President of Board of Directors	775-225-4440 Phone Number

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	
6	Profit and Loss Statements and Balance Sheets for prior 3 years	
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY’S SAM REGISTRATION	
8	Funding commitment letters and/or letters of support (if applicable)	

CERTIFICATION

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.

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

DEPARTMENT OF THE TREASURY

Date: APR 23 2010

SPIRIT OF HOPE INC
406 CORIE CT
GARDNERVILLE, NV 89460

Employer Identification Number:
80-0461686
DLN:
17053295318009
Contact Person:
TERRY IZUMI ID# 95048
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
August 6, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

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)

ENTITY INFORMATION

ENTITY INFORMATION

Entity Name:

SPIRIT OF HOPE

Entity Number:

E0420442009-3

Entity Type:

Domestic Nonprofit Corporation (82)

Entity Status:

Active

Formation Date:

08/03/2009

NV Business ID:

NV20091280884

Termination Date:

Perpetual

Annual Report Due Date:

8/31/2021

Solicits Charitable Contribution:

No

REGISTERED AGENT INFORMATION

Name of Individual or Legal Entity:

ELLEN JACKSON

Status:

Active

CRA Agent Entity Type:**Registered Agent Type:**

Non-Commercial Registered Agent

NV Business ID:**Office or Position:****Jurisdiction:****Street Address:**

5220 GENTRY LN, CARSON CITY, NV, 89701, USA

Mailing Address:**Individual with Authority to Act:****Fictitious Website or Domain Name:****OFFICER INFORMATION** **VIEW HISTORICAL DATA**

Title	Name	Address	Last Updated	Status
President	ELLEN D JACKSON	4628 HILLVIEW, CARSON CITY, NV, 89701, USA	06/06/2019	Active
Secretary	ELLEN D JACKSON	4628 HILLVIEW, CARSON CITY, NV, 89701, USA	06/06/2019	Active
Treasurer	JOYCE M MAJORS	5220 GENTRY LANE, CARSON CITY, NV, 89701, USA	06/06/2019	Active
Director	JAMES H JACKSON	4628 HILLVIEW, CARSON CITY, NV, 89701, USA	06/06/2019	Active

Page 1 of 1, records 1 to 4 of 4

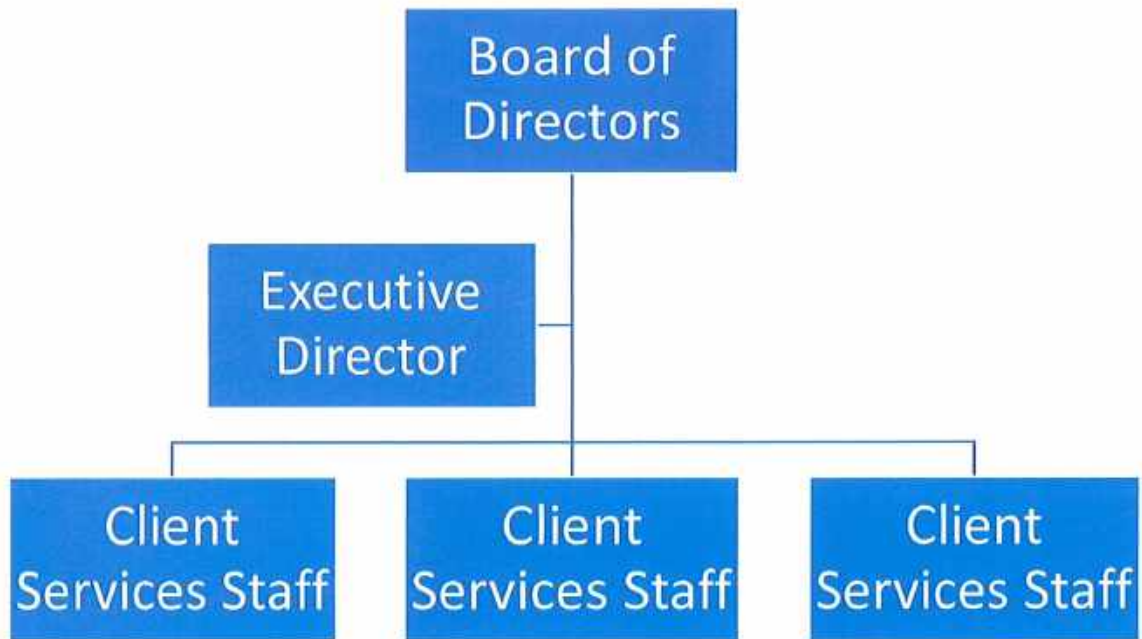
CURRENT SHARES

Class/Series	Type	Share Number	Value
No records to view.			
Number of No Par Value Shares:			
0			
Total Authorized Capital:			
		Filing History	Name History
			Mergers/Conversions

[Return to Search](#)

[Return to Results](#)

SPIRIT OF HOPE - ORGANIZATION CHART



SPIRIT OF HOPE BOARD OF DIRECTORS

EXECUTIVE COMMITTEE

NAME	PHONE	E-MAIL	BOARD POSITION	TERMS
Jon Rogers (Business Owner)	775.225.4440	jayraj89703@gmail.com	Chair	4 Yrs
Garrett Lepire (Realtor)	775.720.4712	garrett@sellingcarsoncity.com	Vice Chair	4 Yrs
Joyce Majors (Accounting, Bookkeeping)	775.883.2531	ajmajors@sbcglobal.net	Treasurer	4 Yrs
TBD ()			Secretary	4 Yrs

BOARD MEMBERS

NAME	PHONE	E-MAIL	BOARD POSITION	TERMS
James Jackson (Psychiatric Case Worker)	775.315.0416	jimorjames78@yahoo.com	Board Member	4 Yrs
Monica Marcinko (Life Skills Trainer)	775.315.1020	monicam6599@aol.com	Board Member	2 Yrs
Jordan Smoczyk (Carson Tahoe Hospital)	651.925.6694	jordan.smoczyk@carsontahoe.org	Board Member	4 Yrs
David Strull (Physician/Businessman)	775.230.6070	mtndoc@charter.net	Board Member	3 Yrs
Jenny Treece (Business Development Manager)	970.948.3062	jtreceenv@gmail.com	Board Member	3 Yrs
Rob Webster (Financial Advisor)	775.525.1040	rob.webster@definingyourwealth.com	Board Member	4 Yrs



Confirmation

[Home](#) | [Security Profile](#) | [Logout](#)

Your Form 990-N(e-Postcard) has been submitted to the IRS.

- **Organization Name:** SPIRIT OF HOPE INC
- **EIN:** 800461686
- **Tax Year:** 2019
- **Tax Year Start Date:** 01-01-2019
- **Tax Year End Date:** 12-31-2019
- **Submission ID:** 10065520200153397923
- **Filing Status Date:** 01-15-2020
- **Filing Status:** Pending

MANAGE FORM 990-N SUBMISSIONS

Spirit of Hope, Inc
STATEMENT OF FINANCIAL POSITION
As of September 30, 2020

	JAN - DEC 2018	JAN - DEC 2019	JAN - SEP, 2020
ASSETS			
Current Assets			
Bank Accounts			
1000 Banking			
1010 Checking	170.06	360.01	-6,197.49
Total 1000 Banking	170.06	360.01	-6,197.49
Total Bank Accounts	\$170.06	\$360.01	\$ -6,197.49
Accounts Receivable			
1210 Accounts Receivable (A/R)			10,765.05
Total Accounts Receivable	\$0.00	\$0.00	\$10,765.05
Total Current Assets	\$170.06	\$360.01	\$4,567.56
Fixed Assets			
1510 Vehicles		10,700.00	10,700.00
Total Fixed Assets	\$0.00	\$10,700.00	\$10,700.00
TOTAL ASSETS	\$170.06	\$11,060.01	\$15,267.56
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2010 Accounts Payable (A/P)			9,657.24
Total Accounts Payable	\$0.00	\$0.00	\$9,657.24
Other Current Liabilities			
2110 Payroll Tax Payable			1,874.06
2120 Prepaid Expenses			-1,700.00
2160 Loan Payable			
2163 Pest Control Loan		-2,500.00	500.00
2165 2019 Van Loan		10,031.14	7,233.74
Total 2160 Loan Payable		7,531.14	7,733.74
2180 Rent Security Deposits		-3,600.00	-17,600.00
Total Other Current Liabilities	\$0.00	\$3,931.14	\$ -9,692.20
Total Current Liabilities	\$0.00	\$3,931.14	\$ -34.96
Total Liabilities	\$0.00	\$3,931.14	\$ -34.96
Equity			
Opening Balance Equity			0.00
Retained Earnings	2,185.50	170.06	728.87
Net Revenue	-2,015.44	6,958.81	14,573.65
Total Equity	\$170.06	\$7,128.87	\$15,302.52
TOTAL LIABILITIES AND EQUITY	\$170.06	\$11,060.01	\$15,267.56

Note
True cash balance as of 09/30/20 is \$1,348.62. Negative cash balance includes Cares Grant checks on hold until reimbursement is received.
Accounts payable balance reflects bills entered and either on hold for draw reimbursement or paid in early October.
Prepaid expenses reflects October office rent prepaid at time lease was signed.

Spirit of Hope, Inc
STATEMENT OF ACTIVITY BY YEAR
 January 2018 - September 2020

	JAN - DEC 2018	JAN - DEC 2019	JAN - SEP, 2020	TOTAL
Revenue				
4000 Revenues				\$0.00
4005 Rental Income	127,843.05	198,344.50	247,025.90	\$573,213.45
4010 Donations	10,650.00	2,275.00	22,970.00	\$35,895.00
4020 Grants-Government			10,765.05	\$10,765.05
Total 4000 Revenues	138,493.05	200,619.50	280,760.95	\$619,873.50
Total Revenue	\$138,493.05	\$200,619.50	\$280,760.95	\$619,873.50
GROSS PROFIT	\$138,493.05	\$200,619.50	\$280,760.95	\$619,873.50
Expenditures				
5000 Expenses				\$0.00
5005 Payroll Expenditures				\$0.00
5010 Payroll Wages	10,565.00	11,850.00	35,668.20	\$58,083.20
5011 Payroll Taxes			2,537.40	\$2,537.40
8845 Contractors	3,169.00	4,889.00	7,661.60	\$15,719.60
Total 5005 Payroll Expenditures	13,734.00	16,739.00	45,867.20	\$76,340.20
8510 Rent Expense	84,916.75	127,685.83	139,545.00	\$352,147.58
8520 Utilities				\$0.00
8521 Electricity	6,401.72	8,587.67	8,254.22	\$23,243.61
8522 Gas/Propane	4,766.59	7,650.64	8,311.77	\$20,729.00
8523 Phone/Cable/Internet	9,384.72	13,872.44	15,850.28	\$39,107.44
8525 Water/Trash	2,924.95	6,097.91	8,510.82	\$17,533.68
Total 8520 Utilities	23,477.98	36,208.66	40,927.09	\$100,613.73
8529 Repairs & Maintenance				\$0.00
8531 Property Repairs/Maintenance	406.00	80.00	2,439.12	\$2,925.12
8532 Landscaping/Lawn Care	190.00	1,364.07		\$1,554.07
8534 Carpet Cleaning/Repair	962.85	2,675.00	1,745.00	\$5,382.85
8536 Pest Control	550.00		200.00	\$750.00
8541 Auto Repairs	186.33	619.38		\$805.71
8542 Fuel/Gas/Oil	100.00	20.00		\$120.00
Total 8529 Repairs & Maintenance	2,395.18	4,758.45	4,384.12	\$11,537.75
8533 Client Expenses	6,473.89	2,760.02	3,007.80	\$12,241.71
8535 Cleaning/Safety Supplies	249.17	325.05	6,999.83	\$7,574.05
8537 Housing Furniture	3,789.30	710.00	15,679.62	\$20,178.92
8860 Professional Services			5,100.00	\$5,100.00
Total 5000 Expenses	135,036.27	189,187.01	261,510.66	\$585,733.94
8999 Administrative Expenses				\$0.00
8089 Scholarships		1,000.00		\$1,000.00
8310 Advertising & Marketing	218.15			\$218.15
8540 Office Supplies & Software			434.15	\$434.15
8610 Bank Charges & Fees	299.42	242.64	12.00	\$554.06

Spirit of Hope, Inc
STATEMENT OF ACTIVITY BY YEAR
 January 2018 - September 2020

	JAN - DEC 2018	JAN - DEC 2019	JAN - SEP, 2020	TOTAL
8820 Insurance				\$0.00
8822 Auto Insurance	3,326.27	2,866.04	3,509.03	\$9,701.34
8826 Rental Insurance	1,321.38	48.00	264.00	\$1,633.38
Total 8820 Insurance	4,647.65	2,914.04	3,773.03	\$11,334.72
8830 Dues & Subscriptions			180.00	\$180.00
8850 Interest Paid			212.47	\$212.47
8870 Taxes & Licenses	307.00	267.00	50.00	\$624.00
8880 Property Tax			14.99	\$14.99
Total 8999 Administrative Expenses	5,472.22	4,423.68	4,676.64	\$14,572.54
Travel		50.00		\$50.00
Total Expenditures	\$140,508.49	\$193,660.69	\$266,187.30	\$600,356.48
NET OPERATING REVENUE	\$ -2,015.44	\$6,958.81	\$14,573.65	\$19,517.02
NET REVENUE	\$ -2,015.44	\$6,958.81	\$14,573.65	\$19,517.02



CARSON TAHOE
— HEALTH —

October 1, 2018

To whom it may concern:

Ms. Ellen Jackson, of Spirit of Hope, has been an incredible asset and resource for our community. She has consistently helped Carson Tahoe Health, Behavioral Health Services with finding safe housing placement for our patients. These Group Home placements and her work are critical to supporting vulnerable people in the Carson City and rural areas who are struggling with mental health and physical health problems. We find her group homes to be clean, safe environments. Patients do well in her group homes.

Ms. Jackson has always been a joy to work with and responds swiftly to communication. She shows great care and dedication to those she helps, visiting with our patients and helping them in any way they need. We are grateful for Ms. Jackson and Spirit of Hope.

Please feel free to reach out if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "C Sapien". The signature is fluid and cursive.

Christina Sapien, MSW, LCSW
Director Behavioral Health Services
1080 N. Minnesota St.
Carson City, NV 89703
(775) 445-7350

Sierra Counseling & Neurotherapy

Eagle Medical Center
2874 N. Carson St. Ste. 215
(775) 885-7717

September 5, 2018


To Whom It May Concern:

It is my pleasure to provide a letter of support on behalf of Spirit of Hope. I have had the opportunity to work clinically with several of the clientele served by this organization. The clients which I have treated had identifiable mental health issues which required services. In several of these cases the needs have not been adequately identified or treated appropriately until the individual became a client of Spirit of Hope. The staff identified not only mental health but a variety of medical needs that were critical to developing their clients' well-being and laying the framework for a higher level of functioning.

The population which resides at Spirit of Hope is generally characterized by significant physical and mental disabilities and is often unable to effectively access social and medical service agencies. The Director of the organization is especially skilled at facilitating this process and helping the clients build their own abilities to achieve such services. In many instances these clients have been, or would be, homeless and indigent without this intervention.

I am not aware of any comparable services in the Carson City area which provide a full range of housing, medical, and psychosocial support access for their clientele. Additionally, Spirit of Hope engages in a variety of related activities in the community which develop awareness and resources with regard to these populations.

It is my pleasure to provide the very highest level of recommendation on behalf of Spirit of Hope and to continue to be a clinical partner in serving their clientele.



William W. Jenkins, D.Ed.
Nevada Licensed Psychologist



Raymond Roberts, D.P.M.
PODIATRY

3400 KAUAI CT.
STE. 100
RENO, NV 89509
TELEPHONE: (775) 825-2533
FAX: (775) 829-7135

August 13, 2018

I am writing this letter on behalf of Ellen Jackson. Ms. Jackson has been a caregiver to one of my patients for the last several months. Prior to Ellen being his caregiver he suffered from chronic foot ulcerations with severe structural deformities. Since taking over care for my patient his foot condition has improved drastically. She has made sure he has made it to his appointments with us as well as physical therapy allowing him to receive proper care and proper healing.

Dr. Raymond Roberts, DPM



PUBLIC GUARDIAN

Carson City Public Guardian's Office
201 North Carson Street, Suite 1
Carson City, Nevada 89701
(775) 887-2295

July 30, 2018

To whom it may concern:

The Public Guardian's Office has been working with Ellen Jackson and Spirit of Hope group homes since 2015. Ellen has not only been an asset to the community as a whole, but a huge resource to The Public Guardian's Office.

Ellen does not only house those who are extremely difficult to place, but she provides support and services that are hard to find in a group home/supportive living home. Ellen goes above and beyond to assure her clients maintain their health, happiness, and independence.

The Public Guardian's office has housed multiple clients at Spirit of Hope, and all have thrived tremendously. Ellen welcomes some of the most difficult clients in Carson City and does all she can to assist them. Ellen has helped keep our clients local. If it was not for her group homes, some of our difficult clients would be placed out of state as we do not have any other resources that provide for their needs.

If anyone is deserving of a grant, it is Ellen Jackson and Spirit of Hope. Without Ellen's compassion and dedication, our community would have a large group of individuals homeless or placed inappropriately.

If you have any questions or concerns please do not hesitate to give me a call.

Thank you for your time,

A handwritten signature in black ink, appearing to read "Nicole Wengren".

Nicole Wengren, LSW

Carson City Deputy Public Guardian



A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

Log in

Login.gov FAQs

ALERT: Due to internal CAGE maintenance, CAGE will be unavailable from Friday October 23, 2020 @ 5:00 PM - Sunday October 25, 2020 @ 11:59 PM (ET).

ALERT: SAM.gov will be down for scheduled maintenance Saturday, 10/24/2020 from 8:00 AM to 4:00 PM.

Entity Dashboard

SPIRIT OF HOPE INC
DUNS: 076625234 CAGE Code: SFMC2
4628 HILLVIEW DR
CARSON CITY, NV, 89701-7843,
UNITED STATES

Status: Active

Expiration Date: 08/27/2021

Purpose of Registration: Federal Assistance Awards Only

Entity Overview

- Entity Overview
- Entity Registration
 - Core Data
 - Assertions
 - Reps & Certs
 - POCs
- Exclusions
 - Active Exclusions
 - Inactive Exclusions
 - Excluded Family Members

RETURN TO SEARCH

Entity Registration Summary

Name: SPIRIT OF HOPE INC
Business Type: Business or Organization
Last Updated By: Jon Rogers
Registration Status: Active
Activation Date: 08/28/2020
Expiration Date: 08/27/2021

Exclusion Summary

Active Exclusion Records? No



IBM-F-40200-S1-1154
WWW7

- Search Records
- Data Access
- Check Status
- About
- Help
- Disclaimers
- Accessibility
- Privacy Policy
- FAPIS.gov
- GSA.gov/LAE
- GSA.gov
- USA.gov

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

Carson City
 2021-2026 Application Scoring Form
 Community Support Services Grant (CSSG)

Applicant Agency:	Application #:
Project Title:	
CSSG Project Type <input type="checkbox"/> 1. Mental Health <input type="checkbox"/> 2. Substance Abuse Services <input type="checkbox"/> 3. Domestic Violence Services <input type="checkbox"/> 4. Disabled Citizens Services <input type="checkbox"/> 5. Senior Services <input type="checkbox"/> 6. Health/Dental Services	Amount of CSSG funds the agency received in: 2019 _____ 2020 _____ Amount of 2021 CSSG funds being requested: \$ _____
Name of Reviewer: Agency Representing:	Reviewer Contact Information: Telephone : E-mail address:

<p>General Overview: Does it provide a detailed description of the proposed project, to include accomplishments, who will be served, how many will be served, where the project will take place.</p> <p style="text-align: right;">1 page limit – 10 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

<p>Problem Statement: Does it adequately define the problem? Is the problem statement supported by statistics and justified? Does it demonstrate the need for funding?</p> <p style="text-align: right;">1 page limit – up to 10 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

<p>Goals and Objectives: Are goals achievable? Are objectives measurable? Does it answer how, who, where and when the project will be accomplished? 2 page limit – 10 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

<p>Methods of Accomplishment: Indicates the methods/activities to be used to solve the problem and achieve the goals and objectives. Can objectives be achieved with stated methods? Does it demonstrate how funding will assist in achieving the objectives? Does it tie to the problem statement? Is a timeline or benchmarks included? 1 page limit – 20 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

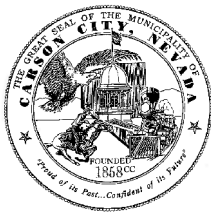
<p>Evaluation/Internal Assessment: Is the plan for measuring program effectiveness well described and related to the objectives? Are data elements identified that will effectively measure the program performance? Does it state who will perform the evaluation? 2 page limit – 20 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

<p>Sustainment: Does it address how the continuation of the project will be accomplished without Carson City funding? (Maintenance costs and methods, etc.) 1/2 page limit – 5 points</p>	<p>Points awarded:</p>
<p>Comments/Notes:</p>	

Statement of Coordination: Are partnerships identified? How tasks are distributed among agencies? Is there an MOU? 1/2 page limit –5 points	Points awarded:
Comments/Notes:	

Budget Section: Must be an itemized budget with narrative justifying each category/item requested. Is it mathematically correct and reasonable? Are items related to and necessary to the success of the project? (GSA travel rates will be reviewed for correctness by staff. If you prefer to review the travel rates yourself, they can be found at: www.gsa.gov). 20 points	Points awarded:
Comments/Notes:	

Signature of Reviewer:	TOTAL POINTS
<p>Recommendations:</p> <p><input type="checkbox"/> Full Funding <input type="checkbox"/> No Funding</p> <p><input type="checkbox"/> Partial Funding - Amount of funding recommended \$_____</p> <p>Further Comments:</p> <p>Please notify us if you have any suggestions regarding the peer review process or comments on the forms utilized. We continually aim to improve our process. Thank you, again, for your time.</p>	



Community Support Services Grant (CSS)) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

GENERAL INFORMATION

The Carson City Board of Supervisors established the Community Support Services Grant as a grant for non-profit agencies within the Carson City boundaries. This program allows non-profit agencies, in Carson City, to be approved for CSSG funding for a five-year period without needing to re-apply every year. Agencies who apply must demonstrate that they provide **a service that is deemed critical for the operation of Carson City or a mandated service by the State**, that the City would otherwise be required to provide. Approved Non-Competitive grants shall be reviewed annually to assure compliance with Carson City grant guidelines.

The amount of funding is designated each year by the Board of Supervisors and is contingent upon the City's ability to support this program through the Carson City general fund.

ELIGIBLE APPLICANTS:

Carson City non-profit 501©3 organizations with an approved Letter of Intent are eligible to apply.

APPLICATIONS ARE DUE:

Friday, October 23, 2020 by 4:00 P.M.

PLEASE SUBMIT THE ORIGINAL PLUS 6 COPIES TO

**Carson City Dept. of Finance
201 N. Carson St., Ste. 3
Carson City, NV 89701**

Applications will not be received after the deadline stated above. Applications must be unstapled. Use paperclips. Do not bind applications in notebooks, plastic bindings, or printed covers.

TIMELINE OF EVENTS:

The original application and SIX COPIES are due Friday, October 23, 2020 by 4:00PM. No exceptions. Submit applications to: **Mail/Deliver to Carson City 201 N. Carson St. Suite 3, Carson City, NV 89701, Attention: Mirjana Gavric**

Application Review Work Group to meet and score applications, November 2020.

Applicants to present to the BOS, tentatively late November 2020.

Carson City Grants Administrator to make announcement on 2021 CSSG grant funding, December 2020.

Questions: Please call Mirjana Gavric, 775-283-7069 or email: MGavric@carson.org



Community Support Services Grant (CSSG) Five-Year, Non-Competitive Application Fiscal Year 2021-2026

APPLICATION INSTRUCTIONS

Application Outlay

- Do not staple application, use paperclips.
- Do not bind applications in notebooks, plastic bindings or printed covers.
- Use 12-point font when preparing the application.
- Do not alter the order of the sections.
- **No** double-sided printing. Single sided is acceptable.
- Ensure budget figures are mathematically correct.
- Use only whole dollar amounts. No cents.
- Observe page limitations.
- Respond to all sections of the application; ensure a thread ties the application from the Problem Statement through the evaluation.
- If this is a continuation project, explain what has/will change from the previous year. Don't assume reviewers are familiar with existing projects.
- Footnote any reference to federal, state, or local laws, codes or statutes.
- Use local statistics rather than national statistics.
- Spell out acronyms, at least when first used. Eliminate jargon when possible.

Allowable Expenses

- Project personnel salaries and benefits, including overtime pay.
- Equipment necessary for implementation of the program.
- Building rental.
- Project personnel travel/training.
- Supplies and operating expenses directly related to project operation.
- Professional services (including contractors and consultants). Costs must fall within federally approved policy (Uniform Guidance 2 CFR § 200).

Unallowable Expenses

- Any expenditure not directly related to the program.
- Bar charges/alcoholic beverages.
- Bonuses, commissions, gifts, and incentives.
- Business cards.
- Car wash.

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION INSTRUCTIONS CONTINUED

- Construction.
- Conference rooms.
- Costs incurred before the project start date or after the expiration of the project.
- Entertainment.
- Food and beverages- not related directly to the project.
- Expense of organized fund-raising.
- Fines and penalties.
- Membership Dues and Fees.
- Land/building acquisitions.
- Late charges.
- Lobbying, political contributions, and legislative liaison activities.
- Military type equipment.
- Newspaper subscriptions.
- Rental cars – unless previously justified and preapproved by Carson City.
- State and local sales taxes.
- Sporting events.
- Tips.
- Honoraria.
- Corporate Formation.
- Home office workspace and related utilities.
- Passport charges.

Community Support Service Grant Goal

The Carson City Board of Supervisors intends to support prevention, intervention and treatment services addressing critical needs in the community with Community Services Support Grant funds. The critical needs are:

- Health/Dental Services
- Mental Health Services
- Substance Abuse Services
- Domestic Violence Services
- Senior Citizen Services
- Disabled Citizen Services

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

APPLICATION

- NEW APPLICANT
- CURRENTLY FUNDED APPLICANT (AMOUNT \$ _____)

APPLICANT INFORMATION

Agency Name:	
Agency Mailing Address:	
Project Name:	
Project Address/Location:	
Contact Person:	
Phone Number:	Email:
Fax:	Website (if applicable):

FISCAL MANAGER

Name:	
Title:	
Phone number:	
Email:	

PROJECT FUNDING

Requested amount	
Other funding for the same project	
Total project cost	

PROJECT ELIGIBILITY

Which Carson City critical need does this project address?

<input type="checkbox"/> SENIOR CITIZEN SERVICES	<input type="checkbox"/> HEALTH/DENTAL SERVICES
<input type="checkbox"/> MENTAL HEALTH SERVICES	<input type="checkbox"/> DOMESTIC VIOLENCE SERVICES
<input type="checkbox"/> DISABLED CITIZENS SERVICES	<input type="checkbox"/> SUBSTANCE ABUSE SERVICES

**Community Support Services Grant (CSSG)
Five-Year, Non-Competitive Application
Fiscal Year 2021-2026**

INSTRUCTIONS FOR APPLICATION

#1 General Overview: - 10 points 2-page limit - Describe what the proposed project intends to accomplish with the grant funds. The purpose of this section is to:

1. Establish the applicant agency and provide a brief description of the proposed project.
2. Describe how the proposed project is deemed critical for the operation of Carson City or is a mandated service by the State.
3. Describe how the agency provides a non-duplicative critical service to Carson City.

Statistical information is not necessary in this section. Leave these specifics for the Problem Statement and Goals sections.

#2 Problem Statement: 10 points 1-page limit - The Problem Statement is a written presentation that describes all aspects of a problem. It includes the nature, magnitude, severity, rate of change, persons/entities affected and geographic scope. The Problem Statement clearly describes and substantiates the overall issue(s) addressed by the proposed project. It defines the problem, provides the need for funding in order to address the problem/s.

The Problem Statement is in a narrative form and includes the following:

- a description of the geographic area in Carson City affected;
- a description of the problem and contributing factors;
- documentation of the problem (**statistical data**);
- who the problem affects and the consequences;
- under what circumstances the problem occurs;
- other current efforts to assist in alleviating the problem (existing programs or services); and
- an explanation of how the proposed project will address the problem and work towards a solution.

IMPORTANT

#3 Goals and Objectives: 10 points 2-page limit - **Goals and Objectives clarify the purpose of the request and help identify necessary actions.**

Project Goals: This section contains a separate discussion for the proposed project's goals and the accompanying objectives. The goals are general statements of the desired results or anticipated outcome of the program. Goals address the problem identified in the Problem Statement section. The goals are generic, realistic, and achievable. Goals should NOT be stated in measurable terms.

- What do you want to achieve?
- Explain the goal(s) of the proposed project in simple, straightforward terms. **One or two** overall goals are sufficient.

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INSTRUCTIONS FOR APPLICATION CONTINUED

- The goal(s) identify intended impacts or outcomes and the results the program is to achieve.
- Each goal should have one or more **measurable objectives** describing how the agency will reach that goal.
- Be realistic.
- State the goals as a determination of achievement.
- The goals MUST tie into the Problem Statement and Project Evaluation.
- Administrative goals should not be your main point.
- Goals have actions.

Project Objectives: Each goal contains no more than four objectives. The objectives are the specific step or action taken to reach or achieve each goal. Objectives focus on the methods/activities used to address the problem; they MUST be clearly stated, realistic, and **measurable**. Use the statistics from the Problem Statement section to help determine measures. The Evaluation section of the application incorporates the measures from the objectives. The accomplishment of objectives results in the achievement of the goals they support. **CARSON CITY MAY REJECT APPLICATIONS WITHOUT MEASUREABLE OBJECTIVES.**

Answer these questions for each objective:

1. *WHAT will be done? Or, what will change?*
2. *WHO will complete the tasks? Or, who will change?*
3. *WHEN will the activity be implemented? Or, when will the change occur?*
4. *HOW will they do it and HOW will they measure it?*
5. *INCLUDE a timeline; this demonstrates you have thought through your program.*
6. *AVOID the words might, if, could, should, would.*
7. *AVOID the words "To provide". This is always a method to achieve the objective.*

#4 Methods of Accomplishment: 20 points 1-page limit -This section MUST reference the goals, objectives and statistics from the Problem Statement section. This section describes the activities used to accomplish the objectives. Here are several guidelines:

- Read the Problem Statement
- How does the proposed project solve the problem or improve the situation?
- Discuss how the method of approach will improve the situation, and explain why this activity was chosen.
- Explain how this grant funding will impact or solve the stated problem.
- Specify any training needs.
- Describe the means/activities implemented to reach an objective.
- *Methods must tie to each goal and objective and to the Problem Statement.*



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INSTRUCTIONS FOR APPLICATION CONTINUED

#5 Project Evaluation/Internal Assessment: 20 points 2-page limit- The evaluation must tie to the objectives. If you have difficulty in determining what criteria to use in evaluating the proposed project, better take another look at the objectives presented and how these will be measured.

- How will you know the project is working?
- How will you determine if you are meeting your objectives?
- Who will perform the evaluation?

All proposed projects must include a plan for evaluation to track the accomplishment of the stated objectives. Therefore, Carson City recommends designing the evaluation to provide an unbiased and independent assessment of the effectiveness or value of the proposed project. Provide a plan to determine whether the proposed project accomplished the Goals and Objectives it was designed to meet. The Evaluation Plan presents a) the qualifications of the evaluator and b) describe the criteria used to evaluate the project's effectiveness.

#6 Sustainment of the Project: 5 points -½ page limit - How will the proposed project continue operation when grant funds are no longer available? There is no guarantee grant funds will be available for the proposed project year to year. Proposed projects need to demonstrate self-sustainment as early as possible, even within one year's time when applicable. Provide a detailed summary and a timeline of the plan to continue operations when these funds are either not available or significantly reduced. Eligibility for continued funding of projects taking longer than one year to become self-sustaining is based on a) performance, b) meeting reporting requirements, and c) the availability of funds.

#7 Coordination and Collaboration: 5 points – ½ page limit- are their roles? Multi-jurisdictional partnerships must provide a current Memorandum of Understanding (MOU). The MOU must contain details about the disposition of equipment purchased with awarded funds if the partnership is dissolved.

A collaborative effort with state, education, prevention, treatment, and medical agencies is key to the success of many programs. Describe and document efforts to coordinate, cooperate, or work with other entities to ensure the success of the project's activities. Demonstrating collaboration will reflect favorably on the submitted application.

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INSTRUCTIONS FOR APPLICATION CONTINUED

#8 Budget & Budget Justification: 20 points – see pages 16&17- When reviewing the budget; ask “Is this budget reasonable? Are these items necessary to the success of the program?” If you previously had a Carson City, CSSG, award for the same requested project, look at the budget for the last year versus this requested budget. Are you duplicating purchases and/or services from the previous year(s)?

PERSONNEL COSTS

This category refers to wages and fringe benefits for regular or part-time salaried employees related to the proposal. Other persons working on the proposed project, who are not on the regular payroll, must be classified either as contractual or consultant. This category also includes overtime for approved activities related to the proposed project.

AVOID SUPPLANTING - Do not request city funding for an employee already on the payroll unless he/she will be replaced by another person hired to augment regular agency staff during the time the existing employee spends working on project activities. A regular employee, however; may be paid overtime for time worked on the project. Salaries may not exceed those normally paid for comparable positions in the community associated with the project.

TRAVEL COSTS

Note: See <http://gsa.gov> for current federal travel rates.

- 1. In-State Travel** - List each anticipated in-state trip outside the local jurisdiction stating the purpose of the trip, destination, number of individuals traveling, airfare, hotel, per diem, mileage, days in travel status and total cost.
- 2. Out-of-State Travel** - List each anticipated out-of-state trip stating the purpose of the trip (e.g. training, interview, operations, etc.), destination, number of individuals traveling, airfare, hotel, per diem, mileage, days in travel status and total cost.
- 3. Travel Budget Justification** – Complete a narrative explaining the purpose of the travel and its connection to the project.
- 4. Registration Costs** – please list under the category Supplies/Operating. Carson City will pay for registration fees related to training events on a reimbursement basis. That is after the responsible agency provides proof of attendance and payment.

Break out the costs of each in-state and out-of-state trip separately to show the specific costs of transportation, food, lodging, and other expenses. Remember, costs may not exceed the federal rates. Indicate how/why the in-state and/or out-of-state trips are essential to the success of the project.

Travel begins from the time a person leaves their workstation (not the time your flight leaves/arrives) and ends upon arrival at workstation.

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INSTRUCTIONS FOR APPLICATION CONTINUED

SUPPLIES /OPERATING EXPENSES

1. Supplies/Operating - This section includes office supplies, forms, project supplies, supplies for repairs or maintenance, and equipment items costing under \$1,000; essentially, expendable, or consumable materials for use during the duration of the requested project. List items like postage, forms, office supplies, training materials, etc. Enter the quantity, unit cost, and total cost. Explain the methodology for determining the quantity requested.

This section also includes all operating expenses involving rental/lease arrangements and purchase of non-consultant type services.

For each item listed, enter the rate and/or unit cost.

2. Supplies and Operating Expenses Budget Justification - A required narrative describing the basis for arriving at the cost of items listed. If you rent or lease equipment or facilities, explain in the narrative. Include the rate for each rental in the budget. For maintenance agreements, detail each item covered under the contract.

Example 1: \$ 200/year for computer maintenance agreement for x number of computers.

Example 2: \$1,008/year for basic office supplies = 2 employees @ \$42/each per month.

EQUIPMENT

List only those items that are to be purchased with grant funds. **Do not include expendable items costing less than \$ 1,000 per unit.** After each item listed enter the quantity, unit costs and total cost.

- 1. Total Equipment Costs** - Enter the total cost of equipment for the proposed project.
- 2. Equipment Budget Justification** - A narrative describing how the equipment will benefit the proposed project, why it is necessary to the success of the project and the consequences of not purchasing the equipment.

Tip: After preparing the program justification portion of the application, consider listing the major activities/tasks required by the project. Note the individual expenses, including personnel time, related to each item. This will help ensure that costs related to each and all activities/tasks described in the application appear in the budget and are explained correctly in the budget narrative.

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GENERAL OVERVIEW TWO PAGES LIMIT 10 POINTS

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PROBLEM STATEMENT ONE PAGE LIMIT 10 POINTS

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GOALS AND OBJECTIVES TWO PAGE LIMIT 10 POINTS

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METHODS OF ACCOMPLISHMENT ONE PAGE LIMIT 20 POINTS

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**PROJECT EVALUATION AND INTERNAL ASSESSMENT TWO PAGE LIMIT 20
POINTS**

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SUSTAINMENT OF THE PROJECT HALF A PAGE LIMIT 5 POINTS

COORDINATION AND COLLABORATION HALF PAGE LIMIT 5 POINTS

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PROJECT BUDGET- 20 POINTS

Complete the Budget Summary chart below. This information is mandatory in order to be considered for a CSSG Grant. Other funding is not required. (Max Score: 10 points)
Please note, when preparing your budget, you will calculate a one-year cost to run your program. The amount your agency receives will be the same each year for five years, based on the one-year budget request.

Project Title:	Requested Amount	Other Funding	Total Funds
Project Expenses FY 2021-2026			
TOTALS			

Other Carson City Contributions	
Please make sure to provide information on any Carson City subsidy (s) made to your agency, for example: cash, building rental, land, a building, other grants, equipment etc.	
Please provide the value of the subsidy (s) listed above. If more than one, please identify each amount separately.	

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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

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AGENCY INFORMATION

Date of incorporation	
Date of IRS certification	
Tax exempt number	
DUNS#: (http://www.dnb.com/get-a-duns-number.html)	

Attach items 1-7 to your application. Item 8 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): Copy of the most recent Federal Tax Return. Attach FIRST 2 PAGES (Form 990 or 990EX)	
6	Profit and Loss Statements and Balance Sheets for prior 3 years	
7	Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input type="checkbox"/> Yes <input type="checkbox"/> No PLEASE ATTACH A COPY OF YOUR AGENCY’S SAM REGISTRATION	
8	Funding commitment letters and/or letters of support (if applicable)	

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CERTIFICATION

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
Typed Name and Title of Authorized Official	Phone Number

Signature of President of Board of Directors	Date
Typed Name of President of Board of Directors	Phone Number