



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** May 5, 2022

**Staff Contact:** Mirjana Gavric, Grants Administrator

**Agenda Title:** For Possible Action: Discussion and possible action regarding the adoption of a proposed resolution authorizing expenditures of \$399,864 in total funds from community support services grants ("CSSG") and the Quality of Life Initiative to non-profit organizations for Fiscal Year ("FY") 2023. (Mirjana Gavric, MGavric@carson.org)

Staff Summary: NRS 244.1505 requires that any funds granted by the Board of Supervisors to private, non-profit organizations be made by resolution. The Board of Supervisors initially authorized funding on April 21, 2022. The decision to allocate CSSG competitive funding to Carson City non-profit organizations is in accordance with the recommendation of the Application Review Work Group ("ARWG") and the Partnership Carson City Executive Board. The community-based ARWG reviewed and scored adult program applications on March 22, 2022 for recommendation to the Board of Supervisors.

**Agenda Action:** Resolution **Time Requested:** 10 minutes

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### **Proposed Motion**

I move to adopt Resolution No. \_\_\_\_\_.

### **Board's Strategic Goal**

Quality of Life

### **Previous Action**

N/A

### **Background/Issues & Analysis**

The CSSG program is able to award \$291,107 from the General Fund to non-profit organizations that address a critical need in Carson City. Of that amount, \$163,120 in funding is recommended through the non-competitive grant process for adult and youth programs. The remaining \$127,987 is broken up by adult and youth programs based on current population counts; therefore, \$106,360 in funding is available through a competitive grant process for adult programs and \$21,627 is available through a competitive grant process for youth programs. Despite advertising by both Carson City and Partnership Carson City, youth programs only received one application. The amount of \$9,440 for the Boys & Girls Club of Western Nevada application and \$944 for a Partnership Carson City management fee of 10% are available for youth programs. The remaining \$11,243 may be allocated to other applications at the discretion of the Board of Supervisors, otherwise unused funds will revert to fund balance in the General Fund. In addition, \$120,000 will be awarded to the Boys and Girls Club of Western Nevada from the Quality of Life Initiative.

For the FY 2023 competitive adult category, seven applications were received from Carson City non-profits. Six of the seven applications have been recommended for funding by the ARWG, as follows:

1. Volunteer Attorneys for Rural Nevadans - \$25,000,
2. Carson Tahoe Regional Healthcare - \$30,000,
3. Saint Teresa of Avila Conferences, Saint Vincent de Paul Society - \$30,000,
4. Friends In Service Helping (FISH) - \$7,500,
5. Western Nevada College - \$8,200, and
6. Capital City C.I.R.C.L.E.S. - \$5,660.

Due to a low score, the ARWG made the recommendation to not fund the following program:

1. Xquisite-- \$49,560

**Applicable Statute, Code, Policy, Rule or Regulation**

N/A

**Financial Information**

**Is there a fiscal impact? Yes**

**If yes, account name/number:** General Fund, Community Support Department, 1010615-501401 and Quality of Life Fund, account 2545012-501444.

**Is it currently budgeted? Yes**

**Explanation of Fiscal Impact:** General Fund - The \$116,744 in recommended competitive awards is budgeted in account #1010615-501401 (Board Designated), current available budget of 127,987. After programs are approved for funding, funds will be transferred to a line item specific to the program. Non-Competitive Grants were budgeted to their approved line items for the Fiscal Year 2023 Tentative Budget. \$120,000 is budgeted in the Quality of Life Fund account #2545012-501444, for the Boys and Girls Club.

**Alternatives**

Do not adopt the proposed resolution and/or provide alternative direction to staff.

**Attachments:**

[Memo to BOS-CSSG FY 2023 Funding Recommendations.pdf](#)

[Funding Resolution 2022-R- to BOS CSSG FY 2023.pdf](#)

**Board Action Taken:**

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

\_\_\_\_\_  
(Vote Recorded By)



**CARSON CITY, NEVADA**  
**CONSOLIDATED MUNICIPALITY AND STATE CAPITAL**

**MEMORANDUM**

Board of Supervisors Meeting of May 5, 2022

**To:** Mayor and Board of Supervisors  
**From:** Mirjana Gavric, Grants Administrator  
**Date:** May 5, 2022  
**Subject:** CSSG FY 2023 Community Support Services Grant

The following is a summary of the Community Support Services Grant (CSSG) applicants for adult and youth programs for FY2023, as ranked by the Application Review Work Group (ARWG) and Partnership Carson City Executive Board. Also provided is a list of five-year non-competitive programs as well as a funding recommendation for the Boys and Girls Club of Western Nevada.

The CSSG total funding available for FY 2023 is \$411,107. Staff recommends:

- 1) \$106,360 be awarded to competitive adult programs, \$21,627 be awarded to competitive youth programs, and \$11,243 from the \$21,627 may be allocated to other applications at the discretion of the Board of Supervisors;
- 2) \$163,120 be awarded to the non-competitive adult and youth programs; and
- 3) \$120,000 be awarded to the Boys and Girls Club of Western Nevada.

All projects meet CSSG program critical needs and are eligible for funding.

**ARWG RECOMMENDATIONS:**

**Total Available for Competitive Adult Programs = \$106,360**

<b>1) Project Name:</b>	<b>Domestic Violence Victims Assistance Project</b>
Agency:	Volunteer Attorneys for Rural Nevadans (VARN)
Funding Request:	\$25,000
Recommendation:	<b>\$25,000</b>
Application Score:	85%
<b>Description:</b> VARN provides free civil legal services to low-income Carson City victims of domestic violence. Services to victims include advocacy, crisis counseling, safety planning, representation in protection order hearings and comprehensive legal assistance. This request is to partially fund salaries for one Managing Attorney, two Staff Attorneys, one Legal Assistant and one Bilingual Legal Assistant. The ARWG recommends full funding for this program and has ranked the application according to the score and how the program addresses the critical needs criteria established for this grant.	

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<b>2) Project Name:</b>	<b>Carson Tahoe Health Behavioral Services &amp; Crisis Assessment</b>
Agency:	Carson Tahoe Regional Healthcare
Funding Request:	\$30,000
Recommendation:	<b>\$30,000</b>
Application Score:	83%
<b>Description:</b> Carson Tahoe Health to provide one additional Therapist position for Carson City citizens. This position will intervene before a crisis reaches emergency status; in addition, this position will work with clients to help avoid hospitalization and prevent self-harm and suicide. This request is to fund 1/3 of the salary for one Therapist. The ARWG recommends full funding for this program and has ranked the application according to the score and how the program addresses the critical needs criteria established for this grant.	

<b>3) Project Name:</b>	<b>Homelessness Prevention</b>
Agency:	Saint Teresa of Avila Conferences, Saint Vincent de Paul Society
Funding Request:	\$30,000
Recommendation:	<b>\$30,000</b>
Application Score:	82%
<b>Description:</b> St. Vincent serves the poor in Carson City with financial assistance to combat short-term poverty. This program is set up to provide financial support for short-term emergency housing for low-income households. More specifically, the priority categories for this program are senior citizens and families with children. The program assists all individuals and families but prioritizes their requests based on the two categories mentioned above. This request is to fund emergency short-term housing directly paid to the landlord. The ARWG recommends full funding for this program and has ranked the application according to the score and how the program addresses the critical needs criteria established for this grant.	

<b>4) Project Name:</b>	<b>Low Income Dental Program</b>
Agency:	Friends In Service Helping (FISH)
Funding Request:	\$7,500
Recommendation:	<b>\$7,500</b>
Application Score:	81%
<b>Description:</b> The program assists low-income Carson City individuals who are uninsured or underinsured and who need emergency dental services. This request is to fund dental expenses directly to the dentists for emergency dental services rendered. The ARWG recommends full funding for this program and has ranked the application according to the score and how the program addresses the critical needs criteria established for this grant.	

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**CONSOLIDATED MUNICIPALITY AND STATE CAPITAL**

<b>5) Project Name:</b>	<b>Wildcat Reserve Food &amp; Hygiene Pantry</b>
Agency:	Western Nevada College
Funding Request:	\$9,969
Recommendation:	<b>\$8,200</b>
Application Score:	73%
<b>Description:</b> The Wildcat Reserve Food Pantry serves students and their families who self-identify as food insecure. This new program was developed to address the needs of the most vulnerable students on campus by providing free food and hygiene products. This request is to fund food and hygiene supplies, a software program and the IT setup fee, one Apple I Pad and one banner. The ARWG recommends full funding for the food and hygiene supplies \$6,500 and one Apple I Pad for \$1,700, totaling \$8,200. Due to the amount of funding available for this grant, and the application score the ARWG was not able to recommend funding for the PantrySoft software/IT set up fee for \$1,200 and the banner for \$509.	

<b>6) Project Name:</b>	<b>Art of Emotional Resilience Phase I &amp; II</b>
Agency:	Capital City C.I.R.C.L.E. S
Funding Request:	\$50,000
Recommendation:	<b>\$5,660</b>
Application Score:	72%
<b>Description:</b> Capital City C.I.R.C.L.E.S serves low-income families and individuals by providing a phased program that builds soft skills essential in moving people out of poverty. The curriculum consists of 8-domains of well-being (Physical, Financial, Career, Environmental, Mind, Emotional, Relations and Spiritual). This request is to partially fund the salary for the Executive Director, one Program Coach, supplies, and operating and training expenses. The ARWG recommends funding for the partial salary of one Program Coach. Due to amount of funding available for this grant, the application score and the established Carson City critical needs criteria, the ARWG was not able to recommend any additional funding.	

<b>7) Project Name:</b>	<b>Diamond Strong Freedom Center</b>
Agency:	Xquisite
Funding Request:	\$49,560
Recommendation:	<b>The recommendation from the ARWG is not to fund this request due to the low application score.</b>
Application Score:	65%
<b>Description:</b> Xquisite provides empowerment for sexually exploited adults and youth victims to include survivors of human trafficking, sexual assault and domestic violence. Xquisite provides access to a 24-hour national hotline, referral services, personal care plans and weekly support groups. This request is to fund the Executive Director position and one-color printer to include maintenance of the printer.	

**CARSON CITY, NEVADA**  
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**PARTNERSHIP CARSON CITY RECOMMENDATIONS:**

**Total Available for Competitive Youth Programs = \$21,627**

**1) Project Name: Learning Loss Prevention & Targeted Academic Support**

Agency: Boys & Girls Club of Western Nevada

Funding Request: \$9,440

Recommendation: **\$9,440**

**Description:** The Boys and Girls Club of Western Nevada is seeking to implement an academic support program for the 2022 summer and 2023 school year. The program will mitigate learning loss during the summer months, and it will help to bridge learning loss that occurs during hybrid or distance learning schedules. This request is to fund partial salaries for one Program Lead, four Program staff, one Youth Education and Outreach Coordinator. In addition, the funds would provide program curriculum and travel for educational field trips. Partnership Carson City recommends full funding for this program.

**2) Project Name: Grant Management**

Agency: Partnership Carson City

Funding Request: **\$944** (10%)

Description: Manage youth grant programs.

**BOARD OF SUPERVISORS APPROVED 12/03/2020:**

**Total Available for Non-Competitive Adult & Youth Programs - \$163,120**

**1) Project Name: Crisis Intervention**

Agency: Advocates to End Domestic Violence

Funding Amount: \$15,000

Description: Provide emergency shelter for domestic violence survivors.

**2) Project Name: Meals on Wheels Vehicle Expenses**

Agency: Carson City Senior Center

Funding Amount: \$24,000

Description: Support the Carson City Senior Center Meals on Wheels program.

**3) Project Name: Guardian Ad Litem Advocacy for Children**

Agency: CASA

Funding Amount: \$35,000

Description: Recruit and train volunteers to advocate for abused children as requested by Carson City courts.

**4) Project Name: Evidence Based Addiction Treatment**

Agency: Community Counseling Center

Funding Amount: \$20,000

Description: Provide extensive case management to youth and adults who are dependent on alcohol and drugs.

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<b>5) Project Name:</b>	<b>Operational Grant Youth Services</b>
Agency:	Ron Wood Family Resource Center
Funding Amount:	\$54,120
Description:	Provide the following programs for Carson City residents: Reach Up, Family Engagement, Supervised Visitations, and Parenting and Divorce.

<b>6) Project Name:</b>	<b>Senior Independent Living Programs</b>
Agency:	Nevada Rural Counties RSVP Program Inc.
Funding Amount:	\$15,000
Description:	Provide Carson City senior citizens with transportation to medical appointments, grocery shopping and the Carson City Senior Center. Provide home companions, respite care, pro bono legal services, exercise programs, farmer market coupons, and veterans support on suicide prevention.

<b>QUALITY OF LIFE FUND</b>
<b>Total Available from Quality-of-Life Sales Tax - \$120,000</b>

<b>1) Project Name:</b>	<b>Facility Maintenance</b>
Agency:	Boys and Girls Club of Western Nevada
Funding Amount:	\$120,000
Description:	The funding is for the purpose of maintenance.

**CARSON CITY, NEVADA**  
**CONSOLIDATED MUNICIPALITY AND STATE CAPITAL**

**CSSG Competitive Funding Awarded in FY 2022 & CSSG Funding Requested  
and Recommended in FY 2023**

Agency	CSSG Awarded FY 2022	CSSG Requested FY 2023	ARWG Recommendation FY 2023
Volunteer Attorneys for Rural Nevadans	\$25,000	\$25,000	\$25,000
Carson Tahoe Regional Healthcare	\$0	\$30,000	\$30,000
Saint Vincent de Paul	\$20,000	\$30,000	\$30,000
Friends In Service Helping (FISH)	\$7,500	\$7,500	\$7,500
Western Nevada College	\$5,000	\$9,969	\$8,200
Capital City C.I.R.C.L.E. S	\$10,062	\$50,000	\$5,660
Xquisite	\$0	\$49,560	\$0
Nevada Health Centers	\$30,541	\$0	\$0
<b>SUBTOTAL</b>	<b>\$98,103</b>	<b>\$202,029</b>	<b>\$106,360</b>
Youth – Boys & Girls Club	\$9,632	\$9,440	\$9,440
Youth – Partnership Carson City 10%	\$2,638	\$944	\$944
Youth – Children’s Museum	\$9,500	\$0	\$0
<b>SUBTOTAL</b>	<b>\$21,770</b>	<b>\$10,384</b>	<b>\$10,384</b>
<b>TOTAL</b>	<b>\$119,873</b>	<b>\$212,413</b>	<b>\$116,744</b>

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**RESOLUTION NO. 2022-R-\_\_\_**

**A RESOLUTION AUTHORIZING THE DISBURSEMENT OF  
COMMUNITY SUPPORT SERVICES GRANT FUNDS TO  
NON-PROFIT ORGANIZATIONS FOR FY 2023**

WHEREAS, NRS 244.1505(1) provides that the Board of Supervisors may grant money to private, not for profit organizations; and

WHEREAS, NRS 244.1505(3) provides that such grants must be made by a resolution which specifies the purpose of the grant, the maximum amount to be expended from the grant, and any other conditions upon the expenditure; and

WHEREAS, the Board of Supervisors has approved the expenditure of funds for community support services grants, the City has received applications for those grant funds, and the Board of Supervisors has determined that the disbursement of the grants to the private, not for profit organizations that are listed below will give a substantial benefit to the inhabitants of Carson City;

NOW, THEREFORE THE BOARD OF SUPERVISORS RESOLVES THAT:

1. For FY 2023, the following groups are granted the following amounts for the following purposes:

General Fund – Competitive Adult Programs

- |             |  |
|-------------|--|
| 1) Program: | Domestic Violence Victims Assistance Project                     |
| Agency:     | Volunteer Attorneys Rural Nevadans (VARN)                        |
| Amount:     | \$25,000   |
| 2) Program: | Carson Tahoe Health Behavioral Services & Crisis Assessment      |
| Agency:     | Carson Tahoe Regional Healthcare                                 |
| Amount:     | \$30,000   |
| 3) Program: | Homelessness Prevention  |
| Agency:     | Saint Teresa of Avila Conferences, Saint Vincent de Paul Society |
| Amount:     | \$30,000   |
| 4) Program: | Low Income Dental Program  |
| Agency:     | Friends In Service Helping (FISH)                                |
| Amount:     | \$7,500  |
| 5) Program: | Wildcat Reserve Food & Hygiene Pantry                            |
| Agency:     | Western Nevada College   |
| Amount:     | \$8,200  |

6) Program: Art of Emotional Resilience Phase I&II  
Agency: Capital City C.I.R.C.L.E.S  
Amount: \$5,660

General Fund – Competitive Youth Programs

1) Program: Youth Programs  
Agency: Partnership Carson City  
Amount: \$10,384  
Objective: Serving Carson City’s youth community  
Description: 1) Boys & Girls Club of Western Nevada - \$9,440  
2) Partnership Carson City - Grant Management - \$944

General Fund – Non-Competitive Adult & Youth Programs

1) Program: Crisis Intervention  
Agency: Advocates to End Domestic Violence  
Amount: \$15,000

2) Program: Meals on Wheels Vehicle Expenses  
Agency: Carson City Senior Citizens Center  
Amount: \$24,000

3) Program: Guardian Ad Litem Advocacy for Children  
Agency: CASA  
Amount: \$35,000

4) Program: Evidence Based Addiction Treatment  
Agency: Community Counseling Center  
Amount: \$20,000

5) Program: Operational Grant Youth Services  
Agency: Ron Wood Family Resource Center  
Amount: \$54,120

6) Program: Senior Independent Living Programs  
Agency: Nevada Rural Counties RSVP Program Inc.  
Amount: \$15,000

**General Fund Total: \$279,864**

Q18/Quality of Life Fund

Boys & Girls Club of Western Nevada	Operations	\$120,000
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**Grand Total: \$399,864**

2. The Board of Supervisors finds that the expenditure of funds for the purposes listed above will provide a substantial benefit to the inhabitants of Carson City.

3. The amounts listed above in section 1 are the maximum amounts from the grant that may be expended by the private organizations.

4. The grant money may only be spent for the purposes listed in the resolution, which is the purpose given to Carson City by the requesting private organizations in their applications to Carson City.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

AYES: Supervisors \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAYES: Supervisors \_\_\_\_\_

ABSENT: Supervisors \_\_\_\_\_

\_\_\_\_\_  
Lori Bagwell, Mayor

ATTEST:

\_\_\_\_\_  
Aubrey Rowlett, Clerk-Recorder