



City Council Finance Committee

Meeting Agenda

Monday, November 28, 2016
City Hall – Spruce Room
749 Main Street
7:30 a.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of the Minutes from the October 17, 2016 Meeting (page 2)
- V. Public Comments on Items Not on the Agenda
- VI. Presentation of Asset Management System and Discussion of Enterprise Dashboards (page 7)
- VII. Fiscal Impact Model and McCaslin Small Area Plan Outputs (page 8)
- VIII. Non-Profit Funding Requests for 2017 (page 9)
- IX. 2017 Fee Schedules (page 188)
- X. 2016 Budget Amendment (page 223)
- XI. Dashboards (page 228)
- XII. Sales Tax Report for the Month Ended September 30, 2016 (page 235)
- XIII. Financial Statements for the Month Ended October 31, 2016 (page 248)
- XIV. Cash & Investment Report as of October 31, 2016 (page 268)
- XV. Discussion of Items for Next Regular Meeting – Tentatively Scheduled for Monday, December 19, 2016, at 7:30 a.m.
- XVI. Adjourn

E-Mail Distribution List:

Robert Muckle	Malcolm Fleming
Ashley Stolzmann	Heather Balsler
Dennis Maloney	Kevin Watson
Jay Keany	Penney Bolte
Susan Loo	Graham Clark
Jeff Lipton	Meredyth Muth
Christopher Leh	Rita Glova
	Dawn Burgess

City of Louisville, Colorado

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City Council Finance Committee

Meeting Minutes

Tuesday, October 17, 2016
City Hall, Spruce Room
749 Main Street

CALL TO ORDER

The meeting was called to order at 7:33 a.m.

ROLL CALL

The following were present:

City Council: Council Member Stolzmann, Council Member Maloney, and Mayor Muckle

Staff/Others Present: Malcolm Fleming, City Manager, Kevin Watson, Finance Director, Graham Clark, Senior Accountant and Penney Bolte, Tax Manager

Absent: None.

APPROVAL OF THE AGENDA

The Finance Committee approved the agenda as presented.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 30, 2016 AND OCTOBER 10, 2016 MEETINGS

The Finance Committee Members approved the September 30, 2016 and October 10, 2016 meeting minutes.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

FINANCIAL STATEMENTS FOR THE MONTH ENDED SEPTEMBER 30, 2016

Senior Accountant, Graham Clark presented to the Finance Committee the financial statements for the first nine months ending September 30, 2016.

Mr. Clark informed the Committee Members of a \$900K transfer from the General Fund to the Parking Lot Fund. Chairperson Stolzmann stated that she would like to keep the fund but see the fund spent down to zero dollars.

Member Stolzmann asked if the General Fund transfer to the Open Space & Parks Fund would be necessary at year-end. Finance Director Watson stated it would not be necessary if City Council approved a lower reserve level. Finance Committee Member Maloney stated that with impact fees, the transfer may not be necessary.

Finance Committee Members discussed the Historical Preservation Fund and whether the grant funds would be spent. City Manager Fleming stated they would not. Member Stolzmann stated that perhaps some of the budgeted funds could be used for the expansion of the museum. Ms. Stolzmann also inquired as to where the funds would be recorded when the grain elevator closes. Director Watson stated that the developer repayment would be recorded as the sale of an asset in the Historic Preservation Fund.

Finance Committee Member Maloney asked why the Impact Fee Fund – Business Assistance revenue account reflected a negative number. Director Watson stated the account is a contra-revenue account and reflect the rebate given to the Boulder County Housing Authority.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

CIP BUDGET TO ACTUAL FOR PERIOD ENDING SEPTEMBER 30, 2016

Senior Accountant, Graham Clark presented to the Finance Committee the Budget versus Actual CIP year-to-date report by fund, and by project as of September 30, 2016.

Finance Committee Member Maloney raised discussion concerning the Golf Course Fund. Member Maloney stated that, as the Golf Course Fund is an Enterprise Fund, it should only be allowed to spend what it can afford based on revenues it receives, and not necessarily the full amount originally budgeted.

Finance Director Kevin Watson and City Manager Malcolm Fleming stated that the funds were appropriated and that there is legal authority for them to spend

the budgeted amount. Member Maloney stated that the amount of any roll-forward amount should only reflect what they can actually fund.

City Manager Fleming asked if the transfer from the General Fund to the Golf Course Fund has already occurred. Finance Director Watson stated that nothing has yet been transferred to the Golf Course Fund. Finance Committee Member Maloney stated that he believes there is a presumption that the Golf Course can spend the full amount originally budgeted for facility improvements. Director Watson and City Manager Fleming stated that they believe Director Stevens and Manager Baril understand that the amount of what can be spent is limited based on the revenue generated.

Chairperson Stolzmann stated that the revenue budgeted for 2017 needs to be changed and that only a reasonable amount of the CIP rolled forward.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

SALES TAX REPORT FOR THE MONTH ENDED AUGUST 31, 2016

Penney Bolte, Tax Manager, presented to the Committee the monthly sales tax reports for the period ended August 31, 2016.

Member Stolzmann asked how the new sales tax revenue generated from the Superior Town Center as part of the IGA between the two cities would be recorded. Director Watson stated that he would review the agreement to determine whether it would be recorded as IGA revenue or included in the City's sales tax revenue.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

REVENUE PROJECTION DASHBOARD – PROJECTIONS DATED OCTOBER 11, 2016

Kevin Watson, Finance Director, presented the General Fund and All Funds Dashboards to the Finance Committee Members.

Director Watson stated that these will be the final dashboards for the year, noting most projections are similar to those presented in August. Mr. Watson stated the projections for Auto Use Tax, Lodging Tax and Court Fines revenue were increased and Franchise Tax, Specific Ownership Tax and Highway User's Tax revenue projections were decreased.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

DASHBOARDS

Finance Director Kevin Watson stated that he emailed a request to all Directors for their monthly departmental dashboards. The Golf Course dashboard was the only dashboard received by the packet deadline.

Finance Committee Members asked if it has been conveyed to the Directors that the dashboards need to be provided to the Finance Committee. City Manager Fleming stated the requirement for a monthly dashboard was conveyed to all Directors months ago.

Finance Committee Member Maloney stated that he appreciated the dashboard received from the Golf Course, but that it is still too detailed for the purpose of the Finance Committee.

Member Stolzmann stated that generating a dashboard for the Wastewater Fund would seem relatively easy. Finance Director Watson stated that the Finance Department could generate a dashboard reflecting revenue and expenditures, but not key performance indicators or department metrics. City Manager Fleming agreed stating it could be done by user class as well.

The Finance Committee Members stated they want to receive monthly dashboards for all enterprise funds and recreation to include budgeted, revenue and expense amounts together with a graph or graphs to illustrate.

BUDGET AMENDMENT

Finance Director Watson presented a draft resolution to amend the 2016 budget appropriations to more accurately reflect the costs of wages, benefits and other operational costs of the new programs and sub-programs. Director Watson explained that the resolution is necessary as part of the chart of accounts conversion from ADG to Tyler-Munis financial software and the reallocation by departments of these costs.

Director Watson stated that he would be bringing the resolution forward to City Council on November 1, 2016 and that another resolution to reallocate capital projects will be prepared for April 2017 after the year-end accruals.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

CASH & INVESTMENTS AT SEPTEMBER 30, 2016

Finance Director Kevin Watson presented the monthly report from Chandler Asset Management to the Finance Committee.

The reports and corresponding narrative can be located in the packet of the October 17, 2016 Finance Committee Meeting.

LIST OF BILLS SCHEDULED FOR COUNCIL APPROVAL ON OCTOBER 18, 2016

The Finance Committee had no questions on the list of bills.

The list of the bills scheduled for Council approval on October 18, 2016 can be located in the packet of the October 17, 2016 Finance Committee Meeting.

DISCUSSION ITEMS FOR THE NEXT REGULAR MEETING

The next regular Finance Committee Meeting is scheduled for Monday, November 28, 2016 at 7:30 a.m.

Items scheduled for discussion at the next meeting include:

- Asset Management System & Dashboards – update from Director Kurt Kowar
- Recreation Center Discussion
- Financial Statements for the Month Ended October 31, 2016
- Sales Tax Report for the Month and Quarter Ended September 30, 2016
- Cash & Investment Report as of October 31, 2016

ADJOURN

The meeting was adjourned at 8:57 a.m.

**SUBJECT: UPDATE ON ASSET MANAGEMENT SYSTEM AND
DISCUSSION OF ENTERPRISE DASHBOARDS**

DATE: NOVEMBER 28, 2016

PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

Kurt Kowar, Public Works Director, will be at the meeting to present the current status of the Asset management System and to discuss Enterprise Dashboards.

**SUBJECT: FISCAL IMPACT MODEL AND MCCASLIN SMALL AREA PLAN
OUTPUTS**

DATE: NOVEMBER 28, 2016

PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

Rob Zuccaro, Planning Director, will be at the meeting to discuss and answer questions regarding the fiscal impacts calculated for the McCaslin Small Area Plan.

SUBJECT: NON-PROFIT FUNDING REQUESTS FOR 2017

DATE: NOVEMBER 28, 2016

PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

The 2017 adopted budget and the 2018 budget plan each contain \$35,000 for grants/contributions to non-profit agencies. Of that amount, \$5,000 is reserved for the Utility Billing Assistance Program in partnership with Sister Carmen. The remaining \$30,000 is available for distribution as part of the Non-Profit Grant Program.

Below is a table of actual grants from the City of Louisville to non-profit agencies for 2014 through 2016. The final two columns contain funding requests for 2017 and 2018.

Organization	2014 Grant	2015 Grant	2016 Grant	2017 Request	2018 Request
Association for Community Living in Boulder County	500	500	1,000	1,500	2,000
Boulder County CareConnect	-	1,000	1,000	2,500	2,500
Boulder County Legal Services	600	600	600	1,000	1,200
Clinica Family Health Services	5,000	4,000	5,000	6,000	6,000
Coal Creek Meals on Wheels	2,000	2,000	3,000	2,500	2,500
Community After Prom Parent Association	-	-	-	500	500
Community Food Share	2,500	2,500	2,500	2,500	2,500
Dental Aid	1,000	1,000	2,000	2,000	2,000
Flatirons Habitate for Humanity	-	[1]	-	10,000	-
Imagine Foundation - Developmental Disabilities Center	500	[2]	1,000	1,500	1,500
Impact on Education	1,000	1,000	1,750	3,000	3,000
Intercambio Uniting Communities	-	-	500	1,000	1,000
Louisville Community Food Bank	800	800	800	800	800
Louisville Senior Advisory Board	-	-	4,250	2,000	3,000
Safehouse Progressive Alliance for Nonviolence	1,500	1,500	1,500	2,500	2,500
Saint Benedict Health & Healing - Free Medical Clinics	400	400	400	2,000	2,000
Shakespeare Festival	-	-	-	3,000	3,000
Sister Carmen Community Center [3]	2,700	2,700	7,700	10,000	10,000
TRU Community Care	1,500	1,500	1,500	1,500	1,500
Voices for Children CASA	-	500	500	500	500
Totals	20,000	20,000	35,000	56,300	48,000

[1] The \$10,000 grant for Flatirons Habitate was funded from the excess Stadium Tax within the Capital Projects Fund. These funds were restricted to projects within the City of Louisville.

[2] The \$500 grant for Imagine Foundation was funded from the excess Stadium Tax within the Capital Projects Fund.

[3] Includes \$5,000 restricted for Utility Assistance in 2016, 2017, and 2018.

SUBJECT: NON-PROFIT FUNDING REQUESTS FOR 2017

DATE: NOVEMBER 28, 2016

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Attached are copies of the applications received by the Finance Department. However, the attachments do not include any financial information submitted by the applicants or copies of their Internal Revenue Service letters on 501(c)(3) status. The complete applications, with all information received from the applicants, are available for review in the Finance Department.

Staff hopes to record the Committee's final recommendations at this meeting or at the December meeting. These recommendations will then be presented to the full City Council for final approval in January/February and the disbursement of funds will be made in February/March.



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Association for Community Living
 Program Title or General Operating General Operating
 Contact Person Kimberly DeGraff Title Development Director
 Address Atlas Valley-2770 Dagny Way Suite 202, Lafayette, CO 80026
 Telephone 303-527-0008 E-Mail kdegraff@aclboulder.org
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin On-going End

	2017	2018	
Grant Amount Requested for 2017 and/or 2018	\$ <u>1500.00</u>	\$ <u>2000.00</u>	

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Association for Community Living (ACL) was founded in 1962 and incorporated as a Chapter of the Arc serving Boulder and Broomfield Counties in 1974. We are the only source of free and independent advocacy in this area, for people with Intellectual/Developmental Disabilities, their families and the wider community. The mission of the ACL is to promote attitudes, practices, programs and policies that enable people with intellectual and developmental disabilities to be included as a natural and integral part of community life. We supply families with the tools they need to advocate effectively, even during stressful circumstances, through a person-centered approach. We promote independence, health, safety, and full community participation for the people we serve who have multiple risks factors, difficulty accessing services and many of whom experience extreme poverty. Community need is determined by; who seeks us out for support, through information sharing between our collaborators in the DD field, and with regular assessments of the people we serve. Most of the adults we serve come to us because their basic needs are not being met and most of the children we work with are having difficulty establishing the accommodations they need to participate in general education classrooms.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

Child & Family Advocacy Program Serves children with I/DD age 0 to 21 and their families. 68 people accessed this program in 2015. The program promotes the family's role as primary advocate for their child, and provides education/training/consultation/advocacy for the family. **Expected results** are that children will access the services and supports they need to remain in their family homes, be included in typical classrooms, access the general education curriculum, progress academically and socially, participate in family and community life, and exit the school system with better access to employment, higher education and full community participation as adults.

Adult Advocacy Program Serves adults with I/DD age 18 to end of life and, where family members are involved they are fully included in the advocacy process, and provides education/training/consultation/advocacy. 166 people accessed this program in 2015. **Expected results** are that adults with I/DD will be identified as having I/DD, access the health care and long-term care systems and community resources necessary to maintain their health and safety, make informed decisions about their lives, advocate for their needs and choices, learn to navigate systems as independently as possible, find work and affordable housing, handle and learn to avoid crises, seek justice when they are the victims of crime, and have relationships with other community members.

Safe and Inclusive Community Program Serves children and adults with I/DD, their families, general community members, and community based organizations (including City Recreation Centers and YMCA's, libraries and museums, law enforcement officers, the justice system and first responders) by providing education and training. There was 3401 in total group attendance in 2015. **Expected results** are: community organizations design programs that are accessible to people with I/DD and their families, people with I/DD and their families have access to inclusive community events, typical members of the community have direct experience of people with I/DD and develop accurate and respectful attitudes towards them, elementary age students learn the value of diversity and inclusion in school, law enforcement officers, the criminal justice system

and first responders have the knowledge and tools necessary to serve and protect and pursue justice for people with I/DD, and adults with I/DD are actively involved in public policy and systems advocacy and co-create the systems of the future.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- **Quantitative measures:** For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

Our target population is people with intellectual/developmental disabilities, from conception to end of life, their families and community professionals in Boulder and Broomfield Counties regardless of gender, income level, or ethnicity. ACL also supports people diagnosed with an autism spectrum disorder (ASD) many of whom have a developmental disability.

The ACL has 418 unduplicated members. In 2015, 234 unduplicated people received advocacy services from the ACL with a total of 2620 efforts and 1320 effort hours. 68 of these people were children who received 223 advocacy efforts and 166 adults received 2397 advocacy efforts. 156 of these efforts were for basic needs assistance. The ACL had a total of 2277 referrals in 2015 to 257 unduplicated people and these referrals can be reported by SSM domain. In 2015, we had 3401 total group attendance with 80 people meeting monthly for Caminando Juntos and 299 people attending the 2nd Families in Action retreat in Estes Park. In 2015, \$16,768 worth of Direct Aid funds were dispersed. We have 60 Louisville residents that participate in the ACL. In addition to our 37 members who are Louisville residents we also have 23 people who are receiving direct advocacy services at this time.

- **Qualitative measures:** How will you measure the success of this program/activity?

The ACL expects to have a measurable impact on the HHS Impact Areas, and positive measurable change in the Boulder County Self-Sufficiency Matrix (SSM) domains for the people we serve. We strive to protect and promote people's health and safety and to assist them to achieve inter-dependence in their lives. We define success as access general education, housing, health care, employment and the opportunity to participate fully in the experiences of life and to contribute to community life. Success for the people we serve is having the ability to navigate systems and advocate as independently as possible for their needs. We expect to accomplish our mission through the services we provide.

There is an increasing amount of evidence that outcomes based programs provide broad based, long lasting and measurable results for individuals and communities. Our programs are outcomes based. In 2014, we created the foundation for increased capacity and outcome measurement in our organization. We have begun using a longitudinal measurement tool and we will analyze this data annually. We evaluate our programs on an ongoing basis to assess the organization's success in meeting its goals and in 2015, we began balancing the black and white of our data with the stories of the people we serve who breathe life into the work that we do.

Measurement Tools-In 2015, the ACL customized the *The Boulder County Self-Sufficiency Matrix*, to make it inclusive for people with I/DD. We use it to assess needs and measure the change in its' 21 domains over time from crisis to thriving. It is used upon intake and at 3 month intervals to support vulnerable, high risk families with achieving goals of increased self-sufficiency through advocacy support. On a daily basis we use a customized *Apricot Database* for the collection of numbers served, activities provided and demographics. We have available to us the option to use *Pre & Post Tests and surveys* to measure the significance of change effected by our trainings and in the past we have used *Satisfaction Surveys* to determine how effectively our members feel we are accomplishing our mission.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

2015 was an exciting year of change and growth for the ACL. In January, we moved into our office space in Atlas Valley, Lafayette, where we are now centrally located to our service area. We added 5 people and we are now a team of 12. On the systems level, early in 2015, the waitlist for waiver resources finally was addressed and people began to enroll into Medicaid waivers. The process went relatively quickly and smoothly for system change. Lack of capacity in the provider industry still needs to be addressed as does the low Medicaid reimbursement rates for providers of long-term care services. In addition, case management is a capped service and Medicaid billable hours are insufficient to provide the level of case management some people require. We worked closely with Imagine! to ensure people were not at risk as a result of capped case management services. Housing continues to be the common denominator for the people the safety net catches and where sometimes there are holes in the net. At times there were no affordable rentals accepting Section 8 housing vouchers. The lack of affordable housing for our communities most vulnerable residents can mean homelessness for this population. For the people we serve this means growing concentrations of low income people in low rent locations, with a lower overall resiliency to life's hardships due to insecure housing arrangements. No one the ACL advocated for, in 2015, was made homeless by this housing situation but it took a great deal of individual advocacy to resolve crises as well as discussions with policy makers about the future of affordable housing in Boulder County.

It is an on-going challenge for our organization to prevent people from falling through the cracks in I/DD systems and the holes in the social safety net. The ACL has learned to be adaptable to the changes in the systems that affect the population of people with I/DD directly because we are on the front lines, independent of the strings attached to state and federal government funding and we have built into our systems the capacity to be flexible through changes in service provider systems. Our recent organizational changes put us in a position to be perceptive of stressors and flexible enough to make staff task allocation adjustments to respond to changes on the ground, responsive to barriers created by the systems. The growing commitment to creating person-centered systems reflects the effectiveness of collective advocacy efforts. It is also a sign of changing attitudes towards disability because legislators and others are making decisions that reflect a belief in the capacity of people with developmental disabilities to be fully contributing members of their community and constructing systems that promote rather than create barriers to inclusion. We think the opportunity that presents itself is that despite the fact that people with I/DD are often perceived as only passive recipients of services that when opportunities are created for direct experience with people with I/DD these experiences enrich the lives of everyone in our community.

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?

We have a 10 member Board of Trustees and in 2016 one of these members is from Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

We have a staff of 12 totaling 10 FTE. None of our employees are Louisville residents.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

We are fortunate to have a membership of over 400 from which we can fill our occasional volunteer needs, which amount to approximately 50 volunteer hours a year.

- Who will be responsible for the administration of the program or service?

Our ED provides executive direction and administration for our programs. Our Program Director is the direct supervisor for our programs including supervision of the advocates facilitating the programs.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

We collaborate with Imagine! and other community resources to ensure equal access to Federal and State funded services and community resources. When necessary we assure systems are truly accessible to people with I/DD. We ensure people are provided a voice when decisions are made about them to promote self-determination through a person-centered approach. The ACL is unique in that we are the only independent advocacy organization in Boulder County for people with I/DD. There is no other organization that provides advocacy, independent from the Community Centered Board (CCB), that determines services eligibility and the service providers including Imagine! We are the part of the safety net that catches those, not fully served by the system, from falling through the cracks as well as ensuring that the system is adequately providing services. We are not a service provider agency, we do not charge fees for services and we do not have a waitlist. We are not constrained by the strings attached to federal fee for service funding. We have identified areas where increased collaboration could lead to increased positive results for our constituents. We think there is an opportunity to deepen our collaboration with Imagine!. What we see is a proportional increase in demand at our organization for basic needs assistance and direct advocacy when there is high turn-over or lack of case-worker training at our local CCB. We will collaborate with Imagine! to minimize this effect. We think the opportunity that presents itself is that despite the fact that people with I/DD are often perceived as only passive recipients of services that when opportunities are created for inclusion then people with I/DD are active, contributing members of the community. The ACL's services create these opportunities for inclusion in all aspects of community life and promote the social connections which enrich the lives of everyone in our community. As a result of our work the whole community is stronger, richer and more diverse.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

In the past year we have made a focused effort to balance quantitative, numbers oriented reporting of our efforts with the qualitative personal stories of the people we serve to give a whole picture of the impact of the work that we do including how our work creates continuous ripples out in the community as the people we serve learn to advocate for themselves and create the changes they need to be included in our community. I have attached one such story as an example to give the committee a well-rounded description of the impact of our work. Thank you for your consideration.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Boulder County Government	115,000	13%
City of Longmont	5,000	.6%
arc Thrift Store Distribution	676,110	76%
Contributions	8,000	.9%
Membership	2,500	.3%
Longmont Community Foundation	1,000	.1%
Broomfield Community Foundation	1,000	.1%
Virginia Hill Foundation	15,000	1.7%
Rolander Family Foundation	5,000	.6%
The Denver Foundation	20,000	2%
Investment Income	40,000	4%
Collins Foundation	1,000	.1%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Ailsa Wonnacott
Agency Director

303-527-0888
Telephone Number

awonnacott@aclboulder.org
E-Mail Address

Signature



Lynn Wysolmierski
Board President

303-527-0888
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Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.



ASSOCIATION FOR COMMUNITY LIVING

The Arc Serving Boulder & Broomfield Counties

ACL Board of Trustees 2016

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dburnett@aclboulder.org
Term Exp. 12/31/17
Board Treasurer
Bank Officer-Wells Fargo

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Self-employed-Mary Kay

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Term Exp. 12/31/2017
I.T. Specialist-Retired

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Term Exp. 12/31/2017
Director of Case Management-Retired

Tom Riley
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Term Exp. 12/31/2016
Vice-President
Director Day & Employment Services-Imagine!

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Board Secretary
Caregiver

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staylor@aclboulder.org
Term Exp. 12/31/2017
Caregiver

Lynn Wysolmierski
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lwysolmierski@aclboulder.org
Term Exp. 12/31/2016
Board President
Teacher-self-employed

If you had walked by Sunday afternoon and caught a glimpse of me sitting outside in the mountains with the sun pouring down on a circle of women alternately crying and laughing and clapping, you might not have been able to figure out what the thread was that bound us together. Some of us spoke another language and had to have a translator. We were of various economic, ethnic and cultural backgrounds. I am sure if you had asked about our politics or our religious beliefs that you would have found a wide range of answers.

What brought us together was that we all had come to a retreat for families with children that have I/DD, or Intellectual and/or Developmental Disabilities, put on by the Association for Community Living, The Arc of Weld and The Arc of Larimer Counties in Colorado.

Some of us had children with autism. Others had children with Down syndrome, blindness, rare genetic disorders or cerebral palsy. And despite all of our differences, this one commonality of having a child with a disability was more than enough to connect us.

We were sitting in a circle of women because we had been separated from the men in the group and brought outside to connect and discuss what we were bringing away from the weekend we had spent at the Families in Action Retreat at the YMCA of Estes Park. It was quite emotional as it had been an amazing weekend.

When my family arrived on Friday night we were welcomed in to dinner by the sound of a band energetically playing "Stray Cat Strut" while people of all ages and abilities danced.

Later several people mentioned that the sight of an older woman dancing joyfully with her 30 year old son with autism that night had given them a sense of hope that there might be joy in their own future.

Saturday morning we met with childcare providers who came and took our children for the day. For some parents this was the very first time they had trusted someone other than family or hospital staff to take care of their children. Each child had been carefully matched with a volunteer who had the training and ability to care for all of the child's special needs. It was a much easier transition than we had been prepared for, and soon we were sitting in a conference room waiting for what we thought would be a series of rather dull presentations. We were delightfully surprised.

The first speaker was a 96 year old woman who had raised her twin sons with autism and started an ARC chapter in the fifties. Her story of struggle and triumph was so inspiring there was not a dry eye in the house.

We hardly thought it could get better than that, but every presentation was just as good as the last. Even the talks on topics like legislation and employment turned out to be riveting. The mom of young boy with autism walked us through the steps she took to amend a law that would have cost her family, and thousands of families like her, needed therapies.

The father of a boy with Down syndrome described how he took over the chain of ARC thrift stores and improved productivity and profits by increasing the percentage of employees with disabilities to 15% of the company.

Another speaker talked about the importance of bio-diversity, and how she had talked to her own son about his autism. It was a pretty mind-opening talk. Often when we think about diversity we think of people of different ethnicities and genders, but people of different abilities are an important part of diversity too.

And the reality is that we all have different abilities, and we all benefit from a culture of inclusion and acceptance.

One of the speakers was a woman I know well, Anna. In addition to her role as a parent liaison of our school district, she also leads a monthly writer's workshop for parents who have kids with special needs that I'm a part of. She brought in her daughter who has learning disabilities to speak, and her daughter made it very clear that she would rather be helping out with childcare. (Which I personally found very sweet since she was helping to take care of my youngest son Benny.)

Anna then shared her own parenting journey of raising a child with a disability. She described the process of advocating for her daughter and how it evolved into her daughter advocating for herself. She talked about the challenge of letting her daughter struggle, knowing that by helping she would be taking away the opportunity for her daughter to grow her independence.

At the end of the talk my husband said that it sounded a whole lot like our experience of parenting our older "typical" child. Anna laughed and said "You caught me! It's just plain parenting, whether your child has a disability or not."

The woman we had all seen joyfully dancing with her 30 year old autistic son on the first night gave a talk on caring for the caregiver, followed by an hour-long break, with childcare. There were many fun things we could have done, but in the spirit of self-care my husband and I took a much needed nap together.

That night we participated in some fun activities, my favorite of which was eating s'mores by the fire. There's something about s'mores that always makes me happy.

In the morning our final talks were on navigating the school system. It gave me the opportunity to ask a question that had been on my mind for some time. "Why is inclusion important?"

Ever since we've entered the world of parenting a child with a disability I've heard a lot about inclusion, but I haven't entirely understood why it's such a big deal.

I could tell my question evoked a lot of passion as several people asked if they could contribute to answering my question.

The first person who spoke talked about the difference between mainstreaming and inclusion.

Mainstreaming is just putting a child in a classroom whether they can follow along or not.

Inclusion is modifying the instruction so that the child can follow along.

Inclusion has been documented to benefit everyone involved. Not only do the people with disabilities benefit from inclusion, but everyone in the classroom does as well. This is also true of inclusion in the workplace. The benefits are not just the measurable ones like higher test scores and increased productivity, but the intangible ones as well, like morale. When people with disabilities are included, it creates a culture of tolerance. People feel happier.

The more children who grow up alongside people with disabilities, the more they will be comfortable with differences. These children are our future legislatures, our future doctors and lawyers.

It was during this conversation about inclusion that it hit me that I have a great responsibility.

Not only do I need to advocate for my son as he grows up, but I need to be an advocate for all people with disabilities. It's a civil rights movement that is continuing to be fought, and still has a long ways to go.

This sentiment was echoed by many in the women's circle later that day as we sat in the sun and shared our thoughts. We spoke different words, but the messages were the same.

"Now I know that I am not alone. Now I have hope. Now I understand how important it is to teach others about diversity. Now I am ready to fight for my children. Now I am ready to fight for all children."



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Boulder County RSVP Board, Inc. DBA Boulder County CareConnect

Program Title or General Operating General Operating

Contact Person Chrysti Britt Title Director of Community Giving

Address PO Box 3675, Boulder CO 80307

Telephone 303-443-1933 x 415 E-Mail chrystibritt@careconnectbc.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin Ongoing End Ongoing

Grant Amount Requested for **2017 and/or 2018** \$ 2,500²⁰¹⁷ \$ 2,500²⁰¹⁸

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Boulder County CareConnect (BCCC) was launched in 1972 and has been an independent 501(c)(3) since 1978. The mission of BCCC is to promote the security, comfort, and independence of seniors and adults with disabilities. This mission is reflected in the unique services that BCCC offers which are designed to minimize isolation and avoid unnecessary institutionalization. These Safety Net Services fill gaps in services in the Boulder County community including access to food, healthcare and personal safety.

According to the Community Assessment Survey for Older Adults conducted by Boulder County Area Agency on Aging (BCAAA), Boulder County is aging at one of the fastest rates in Colorado (Age Well, 2015, p 9). *Boulder County Trends 2015* found that in 2013 13% of residents were 65 or older. That number will grow to more than 20% by 2030. **The current projection is that more than 26% of Boulder County residents will be over the age of 60 by 2040 and many will require BCCC services to remain independent** (Age Well, 2015, p 9). In 2015, BCCC services touched nearly 16% of all Boulder County seniors by serving nearly 6,250 participants, promoting self-sufficiency despite advancing age or ability. Nearly 90% of people aged 65 and older wish to remain in their homes and active in the community (Age Well, 2015, p 33). Aging in place properly and safely allows seniors to maintain a quality of life for longer and continue to contribute to growing, thriving Boulder County communities. **BCCC is making it possible for seniors to age in place and remain independent.**

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

The organizational goal of BCCC is to continue to build the capacity to meet the needs of the rapidly growing senior population through effective management of volunteer-powered Safety Net Services. Specific 2015-2018 organizational goals include: 1) growing funding, 2) clarifying our mission, 3) growing the volunteer program, 4) improving organizational engagement and 5) rebranding to expand community outreach to more diverse populations.

Current Programs - Safety Net Services: BCCC provides direct access to health care, fall prevention, home safety measures, food needs and companionship. All objectives have a completion date of December 31, 2016.

- **Medical Mobility Goal: To prevent barriers to medical assistance for seniors.** Provides volunteer-escorted medical rides for seniors. Volunteers transport and stay with clients while they receive medical care. BCAAA reports that nearly 60% of seniors in Boulder County consider their physical health to be a problem in their life. Transportation is a linchpin issue that has significant bearing on the ability to age in place. Medical Mobility provided 3,890 escorted medical rides for 192 clients in 2015. Medical Mobility was named Denver Regional Mobility and Access Council member of the year in 2013 for outstanding leadership in promoting transportation mobility and access.

Objective 1: Provide 4,000 medical rides for 190 clients.

Objective 2: 65 volunteers will complete 4,600 service hours.

- **Fix-It (including YardBusters and IceBusters) Goal: Prevent injuries in and around the homes of seniors.** Provides fall prevention, minor home repairs, yard maintenance (YardBusters) and snow removal (IceBusters) to seniors. BCAA reports that approximately 40% of Boulder County seniors need help maintaining their yard and/or home. In 2015, Fix-It completed 2,003 hours of service for 423 clients and household members; IceBusters provided 969 hours of snow removal service for 274 clients and household members; and YardBusters provided 1,370 hours of lawn services for 131 clients and household members. An overall total of 4,342 hours of service to 828 clients and household members was completed.

Objective 1: 16 volunteers will provide 2,100 hours of Fix-It services to 260 clients and household members.

Objective 2: 130 volunteers will complete 1,050 service hours of snow removal services for 184 IceBusters clients and household members.

Objective 3: 100 volunteers will complete 800 hours of service for 130 YardBusters clients and household members.

- **Carry-Out Caravan Goal: Provide access to nutrition through grocery shopping and delivery to seniors.** According to BCAA, 32% of seniors in Boulder County feel they have trouble maintaining a healthy diet. Proper nutrition among older adults can help maintain health and independence, delay or prevent institutionalization, delay morbidity and mortality, improve quality of life and reduce health care costs associated with aging and chronic diseases. In 2015, Carry-Out Caravan delivered 4,200 grocery orders to 214 clients and household members. With the average cost of grocery delivery being \$25 per order, BCCC saved these participants over \$105,000!

Objective 1: Provide 4,000 grocery deliveries to 200 clients.

Objective 2: 70 volunteers will complete 5,000 service hours of grocery shopping and delivery.

Community Programs: BCCC provides information and education to seniors and caregivers throughout Boulder County with these services:

- **RSVP 55+ Volunteer Program** – Mobilizes volunteers ages 55+ to provide meaningful contributions to the community. In 2015, 337 RSVP volunteers contributed 25,688 hours to our community serving at 35 agencies.
- **File of Life** – A national distribution program of medical record pockets to reduce response time in an emergency for first responders and hospital staff. Annually, BCCC partners with local hospitals and city officials to print and distribute 1,500 File of Life pockets at no cost to clients. Spanish translation guides are also available.
- **Resources and Referrals** – BCCC utilizes strong relationships with local non-profits and government agencies through cross referrals and partnerships to provide information for more than 800 callers annually. BCCC staff provides regular presentations throughout the community to inform and educate the public.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- **Quantitative measures:** For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

Boulder County strives to be an age-friendly community. To this end, the county seeks to provide safety net services ensuring that the basic needs for housing, safety, food, access to essential services and transportation are met. BCCC plays an essential part in creating this vision by serving a vulnerable senior population. Vulnerability among seniors includes economic insecurity, social isolation, inadequate housing, inaccessible transportation, food insecurity, marginalized identities and other barriers to community and services. Boulder County census data reports the Area Median Income in Boulder County to be \$67,956 per year. However, 14 percent of the individuals in Boulder County and 11 percent of its families had incomes below the poverty line. As well, according to the U.S. Census Bureau's American Community Survey, the Boulder County residents struggling to live by themselves on below-poverty-level incomes include six percent of the county's elderly. More than 90% of enrolled BCCC Safety Net Service participants that provide income documentation live near or below the federal poverty level.

BCCC collects daily quantitative client data and evaluates this monthly to ensure programs are progressing appropriately toward annual goals. In 2015, 70% of clients served in Louisville were female; 40% of Louisville clients had a self-reported disability or mobility issues; and 83% of Louisville clients that reported income were classified in the Boulder County Area Median Income as extremely low income to low income. 16% of clients were aged 55-59, 21% were in their 60s, 32% were in their 70s, 16% were in their 80s and 16% were in their 90s.

- Qualitative measures: How will you measure the success of this program/activity?

BCCC provides essential services to seniors to ensure their independence while reducing isolation. Success is based on participant's ability to remain secure, comfortable, and independent in the place of their choosing. BCCC collects daily quantitative client data and evaluates this monthly to ensure programs are progressing appropriately toward annual goals. Annually, surveys are conducted by phone and mail to measure the impact BCCC programs have on participants. BCCC uses evaluative data to make program changes and adjustments to better suit the needs of participants.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

The most significant evaluation indications from 2015 include:

- 86% of surveyed participants (86) state that because of BCCC, they feel more independent.
- 97% of surveyed Fix-It participants (29) stated that because of Fix-It services, they have less emotional or physical stress.
- 91% of surveyed Medical Mobility participants (32) stated that using Medical Mobility makes it easier for them to afford other necessities such as food, housing, or medications.
- 95% of Carry-Out Caravan participants surveyed (20) stated that Carry-Out Caravan allows them to age in the location of their choice.

Because of previous, high staff turnover, there was a lack of consistency in the capturing and reporting of measurable outcomes. Therefore, new reporting procedures have been implemented to better capture the outcomes of the services BCCC programs provide while ensuring consistency and accuracy among all programs.

In 2015, a thorough evaluation of the volunteer program was conducted. Based on this assessment, many opportunities for improvement were identified. The evaluation found that

there were not standard procedures on how volunteers were coded and counted. For example, volunteers are now considered inactive if they have not provided volunteer hours in 90 days or have not notified the volunteer manager of a leave of absence. This resulted in a dramatic decrease in the number of volunteers that served in 2015, but reflects a consistent and accurate number of those volunteers who actually provided service during the year.

Historically, the majority of the funds received by BCCC have been in the form of federal, state, local and private grants with additional revenue coming from individual and corporate donations. Therefore the need to diversify funding and engage private donors is critical for 2016 and beyond.

In order to expand programs and raise annual revenue, a strategic focus has been placed on increased visibility in the community, increasing private donations through individual giving and focusing on outreach to acquire and retain volunteers. In order to serve the expanding population of elders in Boulder County, BCCC is embarking on a plan to strategically address a significant capacity building effort in order to increase service areas and participants within the Boulder County area.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?

11 members comprise the Board of Directors. Two members are residents of Louisville and 10 members live in Boulder County.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

9 FTE staff and 2 PTE staff; 1 staff is a resident of Louisville

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Volunteers are the heart and soul of BCCC! In 2015, 572 volunteers invested over 29,686 hours of service to serve their community. Their service is equivalent to donating \$745,120 to Boulder County! (Colorado equivalence valued at \$25.10 per volunteer hour.) Program staff hosts streamlined volunteer orientations individually, and in groups, to best accommodate volunteers' needs.

BCCC offers various high-skill in-office volunteer positions. Volunteer Client Intake Specialists support program staff by completing client enrollment and assessment forms, managing program participant requests, and conducting annual evaluation surveys. Other high-skill volunteer opportunities include participation in various advisory councils, event planning, and office support.

- Who will be responsible for the administration of the program or service?

Name/Position	Qualifications
Program Director Michele Seipp Start Date June 2015	MA, CMC. Over 30 years experience in public administration with an emphasis on strategic planning and project management. 10 years in senior services, both as a manager and in direct client work.
Program Manager Chris Bellus Start Date May 2016	BA. 18 years experience in nonprofits. Emphasis on non-profit administration, community outreach and program development.
Program Manager Regis Lindsay Start Date February 2014	BS. Over 35 years supervisor experience. Strong background in customer service and emergency procedures.
Volunteer Manager Thalia Foster Start Date May 2016	M.Ed. Over 20 years experience in volunteer management, training, and community outreach. 3 years experience specializing in overseeing the Federally supported RSVP Senior Volunteer Program.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization

and the other agencies.

BCCC utilizes strong relationships with local nonprofits, organizations, and government agencies to avoid duplication of services. The Medical Mobility program partners with Via, a local transportation provider, to provide rides to Via's unserviceable locations and to seniors who require or prefer escorted rides to their appointments. Via refers all participants requiring an escorted medical ride or those living in rural and unserviceable locations to BCCC. Carry Out Caravan has established a partnership with Longmont Meals on Wheels to ensure a streamlined referral system.

BCCC collaborates with BCAA, the Boulder District Attorney, the Longmont Police Department, the Elder Justice Coalition, the Adult Protective Review Team, and Health and Human Services to offer Mandatory Reporting trainings. Dignity Care, a senior service provider in Boulder County, offers complimentary consultations to BCCC clients who may be at risk of self neglect or in need of in-home assistance. BCCC and the Volunteer Resource Center at the University of Colorado partner to recruit volunteers and provide group and leadership opportunities. BCCC staff regularly attends community building and networking meetings such as the Interagency Network, and Folks in Aging to keep our services visible. BCCC collaborates with local faith congregations, community organizations, and for-profit organizations to offer day of service projects for groups.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

BCCC is financially healthy with five months of operating reserves available. BCCC has embarked on a strategic fundraising campaign to increase individual and corporate contributions.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for the 2016 calendar year for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Private Foundations	\$185,000	28.39%
State and Local Government	\$210,500	24.95%
Private Contributions	\$110,000	14.84%
Federal Funding	\$80,964	10.92%
Corporate Contributions	\$60,000	8.09%
Fundraising Events	\$50,000	6.74%
VIA Mobility	\$42,000	5.66%
Foothills United Way	\$3,000	0.40%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Jim Rianoshek
Agency Director

303.443.1933 x 405
Telephone Number

jimrianoshek@careconnectbc.org
E-Mail Address

Signature



Jan Berg
Board President

303.503.9288
Telephone Number

jan.berg@comcast.net
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

Boulder County CareConnect Board of Directors 2016

Updated 7/16

*100% of Board Members contribute financially

NAME/DUTIES	OCCUPATION/ YRS SERVED	ADDRESS/PHONE/EMAIL	AFFILIATIONS/SKILL SETS
JAN BERG Chair Term ends: 2018	Freelance Marketing & Events Consultant On board since 2011	4261 Piedra Pl Boulder, CO 80301 303-503-9288 jan.berg@comcast.net	Special events, business development, corporate relations
BROOKE BRESTEL Secretary Term end: 2017	Vincent, Romeo & Rodriguez, LLC Attorney On board since 2014	11849 Ridge Pkwy #1125 Broomfield, CO 80021 402-617-5864 bbrestel@gmail.com	Legal
ROBERT SCHAFFNER Treasure Term ends: 2017	Retired CPA/Volunteer On board since 2014	6565 Red Hill Rd Boulder, CO 80302 303-953-9784 robertschaffner@yahoo.com	Planning, finance, development, cultivation of resources for nonprofits
MIKE ALLEN Term ends: 2016	Google Special Projects On board since 2011	1017 Willow Ct Longmont CO 80503 303-588-0185 Mikeallen830@gmail.com	Longmont community development, business management, social media
DAN BENAVIDEZ Term ends: 2017	International Business Consultant On board since 2014	804 Grand Ave Longmont, CO 80501 720-491-3660 celioben@yahoo.com	Strategic planning, public relations, business, local and foreign relations, leadership development
NANCY CHIN-WAGNER Term ends: 2019	Nancy Chin-Wagner, LLC POWERCONNECTIONS On board since 2015	2525 Arapahoe Ave Ste E4-130 Boulder, CO 80302 720-281-2997 nancy@nancychinwagner.com	Networking Maven Strategically working with small medium business owners who are introverts.
ELLIOT FORSYTH Vice Chair Term ends: 2018	Wells Fargo Advisors Kelley & Forsyth Financial Consulting Group On board since 2015	1155 Canyon Blvd Ste 200 Boulder, CO 80302 303-441-0610 elliott.d.forsyth@gmail.com	Financial Advisor
MARTHA MESHAK Term ends 2016	Allgood Legal and Fiduciary Services Paralegal/Fiduciary On board since 2010	PO Box 271230 Louisville, CO 80027 303-521-9814 mmeshak@q.com	Elder law and legal issues, aging services
KAREN PICKERING Term ends: 2019	Bolder Insurance Commercial Insurance Agent On Board since 2016	453 Grouse Ct Louisville, CO 80027 303-263-1357 karen@bolderins.com	Actively engaged in numerous Chambers; skilled in fundraising, facilitation of events
MARK SPIEGEL Term end: 2018	Facility and Construction Manager On Board since 2015	P.O. Box 420 Boulder, CO 80306 303-494-5595 markspiegel44@comcast.net	Construction, building and ADA accessibility
CAREY MASON Term end: 2019	The Alternative Board – Northern Colorado On board since 2016	2525 Arapahoe Avenue E4-825 Boulder, CO 80302 720-587-9614 careyamason@gmail.com	Business Coaching & Consulting for small businesses, non-profits and struggling/fledgling entrepreneurs

Boulder County Legal Services

315 W. South Boulder Rd., Suite 205
Louisville, CO 80027
303-449-7575 fax: 303-447-3167
An Office of *Colorado Legal Services*

August 5, 2015

City of Louisville
Kevin Watson
Director of Finance
749 Main Street
Louisville, CO 80027

Re: City of Louisville – Grant Application for Boulder County Legal Services

Dear Mr. Watson;

Enclosed please find an application with attachments from Boulder County Legal Services (BCLS) for funding to serve the civil legal needs of low-income and senior residents of Louisville. BCLS has served the residents of Boulder County for 41 years. City of Louisville residents have been among our client population throughout our history, and our services have been more conveniently available to them since we moved our office from Boulder to Louisville in 2008. During 2015, BCLS saw a 25% increase in the number of new clients from the City of Louisville.

BCLS continues to focus on maximizing our limited resources in order to serve the growing and resource-intensive case load. Consistent efforts to attract private attorneys to participate in *pro bono* efforts have kept our office successful through economic hard times and challenges presented by staff transitions. Support from local funders remains vital to ensure that a local legal aid office continues to exist to serve members of our community who have civil legal problems and are without the means to hire an attorney in order to access justice.

We thank you for the opportunity to apply for funding with the City of Louisville and appreciate your consideration of our request for an increase in funding. Please let me know if I can answer any questions you may have.

Sincerely,



Erika Martinez
BCLS Pro Bono Coordinator

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

The mission of Boulder County Legal Services (BCLS), an office of Colorado Legal Services (CLS), is to provide meaningful access to high-quality civil legal services in the pursuit of justice for as many low-income persons and members of vulnerable populations throughout Boulder County as possible.

BCLS case protocols are based on a strategy of addressing major basic needs – the need for affordable, appropriate, and accessible housing, the need for a safe living environment, the need for adequate food and essential services, all of which are both fundamental to optimal health and well-being, and necessary for the enjoyment of social and civic engagement. These priorities demonstrate our support of the countywide vision of providing citizens options for maintaining their independence as well as choices that empower them.

BCLS strives to maximize funding resources, targeting clients requiring assistance with legal emergencies, thus ensuring that our services focus on those most vulnerable and on cases where legal services can have a significant impact. Responding quickly and efficiently to civil legal problems which impact basic needs, stability and safety, we identify clients who are not receiving services for which they are eligible and direct them to those services.

Attentiveness to emergent local need allows BCLS to build our program to address the prevalent needs and to recruit pro bono involvement to address those particular legal problems. Our goal is to remain attentive to systemic advocacy that leads to lasting change for clients and the community in which they live, and to a shared vision of collaborative services on behalf of low-income, disabled and elderly clients. Since timely legal representation can lead to lasting change for clients and the community, a local legal aid office is a vital component of the community safety net of services.

Nearly a quarter of the nation's poor face a civil legal problem each year, according the American Bar Association, and at least 80% of low-income Americans who need civil legal assistance do not receive it. In order to ensure that CLS continues to fulfill its mission by establishing priorities that reflect the most pressing legal needs of its client population and by focusing its limited resources to meet those needs, CLS has conducted a comprehensive statewide legal needs assessment of its client community to determine the most critical needs of its client community in order to provide those services most needed and to meet the standards and conform to the guidance set forth by the Legal Services Corporation (LSC) and the American Bar Association (ABA).

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

Funding from the City of Louisville will support intake, legal advice, and legal representation for low-income and senior clients from the City of Louisville. Clients will receive thorough and accurate legal advice and

information. Those for whom legal representation is necessary will receive high-quality, direct legal representation from the BCLS staff attorney, or a contract or volunteer (pro bono) attorney. For family law cases not requiring representation, clients are invited to the BCLS Pro Se Clinic, held weekly to offer clients one-on-one meetings with an attorney to help prepare documents and receive counsel.

BCLS will serve low-income clients in Louisville with the following civil legal problems:

- family law (domestic violence, divorce, custody)
- consumer cases (collections, garnishments, bankruptcy)
- housing (evictions, subsidized housing, landlord/tenant issues)
- health care issues (Medicaid, Medicare)
- public benefits (SSI, SSDI overpayments, TANF, AND, SNAP, VA benefits)
- Other (wills and POA's for eligible seniors, and other individual rights.)

Financial eligibility is determined by the Federal Poverty Guidelines (FPG). Clients are eligible for BCLS services with income at 125% of FPG, or at 200% of FPG with exception factors.

Seniors are eligible for BCLS services, regardless of their income for the following issues:

- SSI/SSDI (Supplemental Security Income/Social Security Disability Income/Social Security Retirement. Not Disability denials)
- OAP (Old Age Pension)
- HCA (Home Care Allowance)
- HCBs (Home & Community Based Services)
- TANF (Temporary Assistance to Needy Families)
- AND (Aid to the Needy and Disabled)
- Food Stamps
- Medicaid --Information and advice regarding eligibility & Medicaid denials (not Medicaid estate planning)
- Medicare Part D
- Public housing
- Loss of primary residence
- Repossessions
- Obtaining County Court civil protection orders for victims of violence
- Consumer – Collections

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

BCLS has, for 41 years, served low-income, disabled, and vulnerable clients from Boulder County facing civil legal problems affecting their basic needs, such as access to housing, public benefits, health care, and protection from domestic violence. Approximately 30% of BCLS clients report disabilities that impair their ability to function. Twenty-six percent (26%) of all new BCLS clients in 2015 were seniors – those 60 and older. Twenty-seven percent (27%) of City of Louisville BCLS clients were seniors. Nine percent (9%) of

clients do not speak English, with 7% of those being monolingual Spanish speakers.

In 2015 BCLS served 64 new clients who are City of Louisville residents, exceeding the anticipated total of 50 clients, and showing an increase of twenty-five percent (25%) over 2014 numbers served. Including cases ongoing from previous years, during 2015, 75 City of Louisville residents were served by BCLS. Since overall client numbers for BCLS increased by just five percent (5%) this increase in the number of new City of Louisville clients is significant, demonstrating the growing need for BCLS services for the approximately seven percent (7%) of city residents living at poverty level.

2015 Case type statistics were as follows:

	Total Client Statistics	Louisville Statistics
Family law (divorce, custody, protection orders)	42%	34%
Consumer matters (collections, garnishment, bankruptcy)	22%	27%
Housing (public housing and private landlord/tenant, foreclosure)	26%	30%
Public Benefits	6%	3%
Health (Medicare, Medicaid, Home Health Care)	3%	3%
Other (Wills/POA's for seniors or the terminally ill, other individual rights)	3%	3%

The BCLS target population for this proposal is low-income Louisville residents with civil legal problems. Legal Services programs receiving federal funding may serve clients whose household income is at or below 125% of nationally defined poverty levels. Exceptions can be made for some case types such as domestic violence, disability or housing issues, where income can be 200% of poverty level. Seniors are served under the Older Americans Act grant, regardless of their income, for the case types listed on page 3. BCLS projects we will serve at least 60 new City of Louisville residents in annually in 2017 and 2018, and 12 City of Louisville clients with cases ongoing from previous years.

Timely legal representation can lead to lasting change for clients and the community in which they live. Critical legal services for victims of domestic violence are often strong examples of the systemic advocacy that helps create safety and self-sufficiency for clients with overlapping legal issues. For example, legal representation to help a client obtain a protection order may be just the first step; helping prevent a housing eviction for the victim and their family, might be the next. Legal representation is most often accompanied by efforts to link the client with benefits and resources necessary for maintaining basic needs and moving toward stabilization. The combined services available to the client may both stabilize the client's current situation and improve the quality of life as well as contributing to greater self-sufficiency for the client and their family members.

- Qualitative measures: How will you measure the success of this program/activity?

In order to evaluate the quality and effectiveness of BCLS services, two questionnaires are distributed to BCLS clients throughout the year: a Client Survey and a Client Follow-Up Survey. Clients are asked to complete the client survey following their intake appointment, and those who receive legal representation are sent a follow-up survey. Results of the surveys, tabulated at year-end, have been consistently positive, indicating that BCLS is achieving the main objectives of providing legal advice to people who could not afford it otherwise and of providing enough advice so that people understand their legal rights and options. During 2015, 91% of clients reported they received enough advice to understand their legal rights and options.

Of the clients who completed the 2015 follow-up survey, 100% who were represented by an attorney reported a high degree of satisfaction with the help they received. Clients respond to various aspects of their experience with their attorney, including how satisfied they feel with the help the attorney provides them in understanding their legal rights and options, how much they feel listened to by their attorney, the difference legal representation had made for their legal problem.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

BCLS continues, with an office staff of only three and a large volunteer contingent, to annually provide intake for 650 to 750 new clients each year and for 200 cases ongoing from previous years. We receive calls from many times that number of people – between 6,000 – 6,500 calls annually; therefore an important aspect of our work is referring those not eligible for our services to other resources. BCLS is able to meet the challenge of this volume of service only because of our ability to provide the infrastructure for a large panel of volunteers, including private attorneys, paralegals, and law student interns. In 2015 these volunteers contributed an in-kind value of \$934,235. This remarkable volunteer support allows BCLS to leverage our budget by 300%. Without this support, BCLS would be forced to greatly reduce services.

A significant staff change impacted BCLS when the managing attorney resigned in late April after 10 years with BCLS. The best of all possible solutions – the hiring of former BCLS managing attorney, Melody Fuller on an interim basis to conduct client intake, has kept new client intake going. Assistance from CLS attorneys in other offices for ongoing cases and continuing support from the BCLS pro bono panel has ensured continuing representation for BCLS clients. Despite an overall 6% reduction in new client intake during this transition period, BCLS services have remained responsive to client needs.

After a diligent effort to find a candidate who would be the best fit for the BCLS office, a new managing attorney has been hired and will begin September 1st. While it has been a long wait to fill the position, BCLS will welcome managing attorney Brett E. Landis, whose background both as a legal aid and private practice attorney has provided her with the breadth of experience required to lead a productive legal aid office.

While Colorado's population continues to grow, and the need for legal assistance for the poor and vulnerable increases, Legal Services Corporation (LSC) funding for Colorado Legal Services (CLS) remains static. This makes local funding for BCLS more important than ever.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?
The CLS Board consists of 26 members. Two are residents of Boulder County. None live in Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

BCLS employs 3 full time employees. The managing attorney is a Boulder County resident.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

BCLS provides the infrastructure for 280 volunteers – a panel of 260 pro bono attorneys, 9 volunteer paralegals, up to 4 in-house pro bono attorneys, and 2 law student interns. In 2015, Volunteers donated 4,923 hours for an in-kind value of \$934,235.

- Who will be responsible for the administration of the program or service?

Managing attorney Brett E. Landis will administer the program.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

BCLS is not aware of any agencies providing equivalent, completely free services for low- income clients in Louisville or in other Boulder County cities. The CU Legal Aid and Defenders Program (CULADP) is another agency providing civil legal representation, advice and/or counseling to Boulder County residents, but this agency does not duplicate BCLS services. The CULADP is an educational clinic operated by the University of Colorado Law School. The Clinic's Civil Section handles civil cases which provide law students with the opportunity to develop practical legal skills. Many of the Clinic's civil cases are referrals from BCLS or CLS. The CU Clinic avoids taking the more difficult cases and clients. The CULADP includes a criminal program providing legal services to clients in minor criminal cases; BCLS cannot provide services for criminal cases. BCLS and CULADP have different primary focuses and have slightly different financial guidelines but work to complement and not duplicate the services provided by the other. Frequent discussion and ongoing coordination between the two programs ensures that available resources are maximized

BCLS is the only provider of a broad range of free civil legal services to low-income clients. All clients are served no-fee. The Legal Services Corporation (LSC) prohibits any program funded with LSC money from charging clients a fee for service. Income eligibility guidelines are revised annually and are based on 125% of the latest revision of the Federal Poverty Guidelines determined by the Department of Health and Human Services. Clients with financial eligibility exception factors are eligible for BCLS services at 200% of the Federal Poverty Guidelines.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

The support of local funders remains vital in order for BCLS to continue providing legal help for vulnerable clients with critical legal needs that threaten their stability and independence. The goal of BCLS is to raise 50% of our funding locally. CLS provides funding for budget shortfalls.

BCLS has served Louisville residents for four decades and since the relocation of the BCLS office to the city in 2008, has offered a more convenient location for Louisville clients, particularly for the increasing numbers of senior clients seeking help with housing and consumer issues. The demand for our services has increased and will continue to increase as the city provides more affordable housing for seniors and low-income residents. Accordingly, we ask for your consideration of an increase in funding to support our services for Louisville residents.

City of Louisville funding is important in leveraging funding from other local sources as it demonstrates that city leaders recognize BCLS as a vital safety net provider for its poor and vulnerable citizens. Thank you for the opportunity to be considered for continued funding from the City of Louisville.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for the 2017-2018 calendar year for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Colorado Legal Services	\$158,606	47.2%
Boulder County	\$55,000	16.6%
City of Boulder	\$37,000	11.2%
Boulder County Area Agency on Aging	\$35,000	10.6%
City of Louisville	\$1,000	0.3%
VALE	\$10,000	3%
City of Longmont	\$20,000	6%
COLTAF	\$4,000	1.2%
Boulder County Bar Association	\$4,000	1.2%
Boulder Bar Foundation	\$3,500	1.1%
Donations	\$3,500	1.1%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature



 Agency Director
 Jonathan D. Asher



 Board President
 Tina Smith

Telephone Number
 303-866-9399

Telephone Number
 720-273-2565

E-Mail Address: jasher@colegalserv.org

E-Mail Address: morelenes@comcast.net

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

Colorado Legal Services Board of Directors 2016

Chair: Tina Smith

Vice Chair: John Frey

Treasurer: Larry Gaddis

Secretary: Kymberly Merrick

Sharon Cochran
Aurora, Colorado
Attorney, Sam Cary Bar Assoc.
Term: 2016

Pete Cordova
Salida, Colorado
Attorney, Colorado Bar Assoc.
Term: 2016

Jerome DeHerrera
Denver Public Schools
Denver, Colorado
Attorney, Colorado Bar Assoc.
Term: 2016

John P. Frey
Frey Plock & Root, LLC
Fort Collins, Colorado
Attorney, Colorado Bar Assoc.
Term: 2016

Larry Gaddis
Gaddis Kin & Herd PC
Colorado Springs, Colorado
Attorney, Colorado Bar Assoc.
Term: 2018

Ellen Gordon
(formerly Kucera)
Salida, Colorado
Client Eligible Board Member
The Alliance Against
Domestic Abuse
Term: 2019

Paula Greisen
King & Greisen, LLP
Denver, Colorado
Attorney, Colorado Bar Assoc.
Term: 2017

Trudee Gurley
Gurley Law Group
Grand Junction, Colorado
Attorney, Colorado Bar Assoc.
Term: 2017

Patricia Hall
Maynes Bradford Shipps, Et Al
Durango, Colorado
Attorney, Colorado Bar Assoc.
Term: 2017

Dorothy Hensley
Longmont, Colorado
Client Eligible Board Member
Boulder County Agency on Aging
Term: 2017

Nancy Hajar
Clifton, Colorado
Client Eligible Board Member
Western Slope Center for
Children
Term: 2017

Kenzo Kawanabe
Davis Graham & Stubbs, LLP
Denver, Colorado
Attorney, Colorado Bar Assoc.
Term: 2017

Regina Kazeck
Alamosa, Colorado
Client Eligible Board Member
La Puente
Term: 2018

John Livingston, Jr.
Magistrate, retired
Denver, Colorado
Attorney, Colorado Bar Assoc.
Term: 2017

Kim Lord
Packard and Dierking, LLC
Boulder, Colorado
Attorney, Colorado Bar Assoc.
Term: 2018

Angela Martinez
La Junta, Colorado
Client Eligible Board Member
Arkansas Valley Farmworkers'
Services Coalition
Term: 2017

Harry Barton (Bart)
Mendenhall, II
Mendenhall & Malouff
Rocky Ford, Colorado
Attorney, Colorado Bar Assoc.
Term: 2018

Kymberly Merrick
Craig, Colorado
Client Eligible Board Member
Moffat County United Way
Term: 2016

Meredith Munro
King & Greisen, LLP
Denver, Colorado
Attorney, Colorado Bar Assoc.
Term: 2018

Meshach Rhoades
Armstrong Teasdale
Denver, Colorado
Attorney, Colo. Hispanic Bar Assoc.
Term: 2018

Tina Smith
Denver, Colorado
Client Eligible Board Member
AFDC Coalition
Term: 2018

Amber Springstead
Fort Collins, Colorado
Client Eligible Board Member
Mathews House
Term: 2016

Alan C. Stine
Aurora Municipal Court
Aurora, Colorado
Attorney, Colorado Bar Assoc.
Term: 2018

Kara Veitch
Denver, Colorado
Attorney, Colo. Women's Bar Assoc.
Term: 2017



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Organization: Clinica Family Health

Program Title: Primary Health Care for Low-Income Louisville Residents

Contact Person: Anthony Porcaro

Title: Grant Writer

Address: 1345 Plaza Ct. N., 1A
Lafayette, CO 80026

Telephone: 303.665.3036 x1410 E-Mail: aporcaro@clinica.org

Non-Profit Status: Yes No In Process

Program Duration (if applicable): Ongoing since 1977

Grant Amount Received for 2016 (if applicable): \$5,000

Grant Amount Requested for 2017 and 2018: 2017 2018
\$6,000 \$6,000

1. Organizational Background

Clinica Family Health (Clinica), established in 1977, is a federally qualified health center (FQHC) that operates five primary care clinics in the Denver-Boulder metropolitan area and functions as an essential piece of the Colorado health care safety net. Our mission is to be the medical and dental care provider of choice for low-income and other underserved people in south Boulder, Broomfield, and west Adams counties. Our care is culturally appropriate and prevention focused. We envision that every member of our target population will ultimately have access to high quality medical and dental care that integrates behavioral care.

We support our mission by pursuing the following goals: increasing patient access; improving the health status of Clinica patients; maintaining financial stability; having a stable, high-performing and diverse staff; offering world-class customer service; and having high-quality, attractive, safe and efficient facilities. We will continue to pursue every opportunity to expand access to and improve the quality of our range of services.

While Clinica examines a wide range of information sources that identify the need for and cost-savings benefits of preventive primary care services, the primary indicator is the number of residents living below 200% of the Federal Poverty Guidelines (FPG), the threshold that the State of Colorado has identified for medical indigence – the income level at which regular health care expenses are prohibitive. The U.S. Census Bureau’s 2010-2014 American Community Survey 5-Year Estimates indicate that 2,764 of Louisville’s 19,053 residents (14.5%) live below 200% FPG.

We also regularly review data from Medicaid, Child Health Plan Plus, Colorado Indigent Care Program, Colorado Access, Colorado Community Health Network (the state’s umbrella organization for

community health centers), area schools, and numerous internal reports. Additionally, our call center maintains waiting lists that afford a good indication of the number of people who seek our care but whom we are currently unable to accommodate.

2. Program Description

Clinica will provide Louisville residents with a full scope of primary medical care services that emphasize prevention, health education and self-management. Specifically, our services include prenatal, postpartum, and obstetric care; gynecological care; immunizations; routine check-ups; health education; cancer screenings; acute care; chronic disease management; minor surgical procedures; lab procedures; pharmacy services; elder care; case management and referral services; behavioral health care; dental care; and in-hospital care. Treatment plans are evidence-based and effectiveness is evaluated through the use of performance measure reporting via Clinica’s electronic health record.

Since the late 1990s, Clinica has devoted significant resources to building a better overall health care delivery system. Our innovations have included a clinic redesign that makes care delivery more efficient; group visits that optimize access; early implementation of an electronic health record system that allows clinicians to provide evidence-based health care by accessing population-based data; a scheduling system that makes same-day appointments available; embedded behavioral health, pharmacy, and dental services; and a medical home model of care that promotes strong individual provider to patient relationships that lead to better long-term health outcomes. The ultimate purpose of these initiatives has been to achieve the highest level of care quality possible and to make these enhanced services available to a larger number of low-income individuals. The effectiveness of Clinica’s approach is evidenced by health outcome rates in several key categories that improve on Colorado averages, including birthweight, diabetes, hypertension, immunizations, prenatal care, and cervical cancer screening.

Clinica’s innovative methods have attracted attention from several major media outlets. The New England Journal of Medicine devoted a story to Clinica’s “high-functioning” care delivery system in July 2011. PBS Newshour aired a story about Clinica’s advanced diabetes care model and Health Affairs magazine featured Clinica in its “Innovations” series.

The National Committee for Quality Assurance (NCQA) has awarded Clinica the highest level of Patient Centered Medical Home (PCMH) certification as well as Diabetes Recognition Program certification for all of its service delivery sites. We are also recipients of Ambulatory Health Care Accreditation from the Joint Commission.

3. Program Measurements

Quantitative Measures

For the proposed program, the targeted individuals are low-income and uninsured Louisville residents. Louisville residents seen by Clinica in 2015 had the following characteristics:

Insurance

Medicaid	68%
Uninsured	20%
Medicare	5%
Private Insurance	6%
CHP+	1%

Race/Ethnicity

Hispanic or Latino	44%
Caucasian	40%
Asian	8%
Black/African American	3%
More Than One Race	1%
American Indian/Alaska Native	1%
Other Pacific Islander	1%
Unreported/Refused To Report	2%

Gender

Female	58%
Male	42%

Age

5 or Younger	11%
6 to 11	12%
12 to 17	14%
18 to 34	20%
35 to 64	36%
65 or older	7%

Qualitative Measures

Program success would principally be determined by how many Louisville residents use Clinica as their medical home in 2017 and 2018. Each of these individuals will receive a tailored care plan according to the health conditions that they experience.

We gauge the overall effectiveness of our interventions by monitoring outcomes in key health categories, such as pregnancy, diabetes, hypertension, childhood immunizations, obesity, tobacco use, cancer screening, and depression. Our results are reported annually to the U.S. Department of Health and Human Services as a condition of our FQHC designation. The latest version of this performance report can be provided to the city on request.

Additionally, we will continue to track selected outcomes among Louisville residents alone, as reflected in the evaluation section outcome reporting below.

4. Evaluation

From August 1, 2015 through July 31, 2016, we delivered services to 744 Louisville residents. Of the 11 three-year old city residents that we cared for, nine were fully immunized according to U.S. Department of Health and Human Services standards. Fourteen Louisville women who received prenatal care at Clinica during this time period delivered babies, thirteen of whom were born at a healthy birthweight of over 2500 grams. Thirty-four city residents received chronic care treatment for diabetes and 92 received chronic care treatment for hypertension. Eighty individuals were treated for chronic depression.

5. Leadership

• How many people serve on your Board of Directors and how many of these are Louisville residents?

Clinica has thirteen board members, one of whom is a Louisville resident.

• How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

We employ 483 individuals, four of whom are Louisville residents. The total full-time equivalent is 442.81.

• Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Clinica's services are predominantly delivered by on-staff personnel. This is a necessity given the requirements around the malpractice coverage that is provided through the U.S. Department of Health and Human Services. But to a very minor degree, we occasionally have specialist physicians from the community providing care for our patients at a reduced rate or for free. These specialists include general surgeons, cardiologists, oncologists, ophthalmologists, and orthopedists.

Also, volunteer readers read books to children in the waiting areas of our clinics. EcoCycle, a nonprofit recycling organization in Boulder, donates clean, used books to Clinica. Since volunteer hours are not central to our operations, hours can vary significantly depending on the volunteer pool.

• Who will be responsible for the administration of the program or service?

Simon Smith, CEO of Clinica, and Vice Presidents of Clinical Services Karen Funk and Justin Wheeler, in conjunction with the organization's Board of Directors. Please see the attachment section for further information.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Clinica is the only organization of its kind in the area. Our two Boulder county facilities are critical components of the Colorado safety net, which consists of establishments that provide health care to low-income, uninsured, and underinsured Coloradans as well as those enrolled in publicly funded health care programs such as Medicaid and CHP+. While there is some inappropriate use of area hospital emergency rooms for primary care delivery, this is an inefficient and undesirable mode of service. They are not configured to provide patients with a medical home that includes primary care emphasizing prevention and health education. Other organizations that provide health care services, such as Boulder Valley Women's Health and St. Benedict Health and Healing Ministry, are very limited in scope and do not provide services nearly as comprehensive as Clinica's. Therefore, Clinica plays a key role in making affordable, preventative health care available in the community.

Clinica's central cooperative relationship is with Mental Health Partners (MHP), Boulder County's only comprehensive provider of mental health services that offers care on a sliding fee scale. Three behavioral



health professionals are MHP employees that work within the Clinica care delivery system. They are fully integrated into Clinica’s pods, which are smaller healthcare teams within each facility that function as a unit in order to deliver comprehensive primary care. When, during the course of a patient visit, a primary care physician determines that the individual could benefit from the involvement of a BHP, he or she will alert the appropriate pod’s BHP to see the patient in the same exam room during or immediately after the physical health appointment. Clinica’s electronic health record enables primary care providers and behavioral health professionals to jointly access a patient’s health information and collaborate efficiently in developing a thorough treatment plan.

In addition, Clinica’s physicians have admitting privileges at three hospitals in the communities we serve: Avista Adventist Hospital, Saint Anthony North Hospital and Boulder Community Hospital. Avista and St. Anthony North are both part of the Centura Health System, Colorado’s largest multi-hospital corporation. We have joined with Centura and local private practice to improve community health through a clinical quality improvement program driven by a “Community Health Record.”

7. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Clinica’s funding request makes up a very small percentage of the amount of money that is required to care for the Louisville residents who are Clinica patients. We spend approximately \$645,000 annually to care for those individuals. However, the city’s very generous and consistent contributions over the years have been invaluable in Clinica’s broader fundraising efforts, as it is beneficial to be able to demonstrate this type of local support. So beyond the immediate care provision that Louisville funding is directed toward, the leverage afforded by the city’s backing facilitates additional fundraising that is vital to our continued success.

ESTIMATED 2017-2018 SOURCES OF FUNDING (PER YEAR)

Source of Funding	Funding Amount	% of Total
Net Patient Service Revenue	\$28,189,089	58%
Pharmacy Revenue	\$1,319,797	3%
ACO, RCCO & Capitated Revenue	\$2,812,747	6%
Grant Revenue	\$13,057,753	27%
Contributions	\$2,518,844	5%
Program & Other Revenue	\$980,007	2%

SIGNATURES

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Agency Director

303.665.2599

Telephone Number

simon.smith@clinica.org

E-Mail Address

Signature



Board President

303.229.6530

Telephone Number

mmoranmd@gmail.com

E-Mail Address

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ATTACHMENTS
Board of Directors

<i>Name/Office</i>	<i>Occupation</i>	<i>Elected</i>	<i>Term Ends</i>
Chair: Michael Moran (<i>consumer</i>) Boulder, CO	Healthcare Management Education/Consulting	July 2007	July 2017
Vice Chair: W. Douglas Jones (<i>consumer</i>) Louisville, CO	Electrician, small business owner	Sep. 2011	Sep. 2017
Treasurer: Ben Goldstein Golden, CO	Local Government	March 2014	March 2018
Secretary: Lois LaCroix Boulder, CO	Retail Industry	July 2007	July 2017
Inez Buggs, NP Longmont, CO	Retired	Oct. 2009	Oct. 2017
Yulia Hernandez (<i>consumer</i>) Denver, CO	Restaurant Industry	Oct. 2009	Oct. 2017
Maryann Keller Thornton, CO	Social Services	Aug. 1998	Aug. 2016
Cherlyn Marriott (<i>consumer</i>) Boulder, CO	Eldercare	Sep. 2011	Sep. 2017
Donovan Tulloch (<i>consumer</i>) Thornton, CO	Airline Industry	Feb. 2001	Feb. 2017
Natalie Hanlon-Leh Denver, CO	Faegre & Benson, LLP	Sept. 1992	<i>emeritus</i>
Gladys Johnson (<i>consumer</i>) Broomfield, CO	Retired	Sept. 2001	<i>emeritus</i>
Tom Mayberry (<i>consumer</i>) Boulder, CO	Independent consultant	July 2007	<i>emeritus</i>
Eleanor Montour Lafayette, CO	Retired	Dec. 2005	<i>emeritus</i>

Key Officers

Simon Smith, MHA, President and CEO

Master of Healthcare Administration, University of Minnesota (Minneapolis, MN)

Simon joined Clinica's staff in 2011 as a project manager. Previously, he worked for Abt Associates, Inc., a research and consulting firm that assists companies and governmental agencies implementation health, social and environmental programs. Simon spent his first three years with the company in Kazakhstan helping restructure the country's public health system. He spent another five years at Abt's Bethesda, MD, office managing government-funded international activities to improve care in areas such as HIV/AIDS, maternal and child health, and community health. As a project manager, Simon was instrumental in improving Clinica's physician call system, updating the patient sliding-fee scale and managing significant software upgrades. After 10 months in that position, Simon was named clinic director for Clinica's Boulder facility, the People's Medical Clinic. In that capacity, he managed 64 staff that provided care to 9,374 patients in 2012. He has worked closely with other social service agencies and county officials to improve the health care safety net for low-income, uninsured individuals in Boulder.

Karen Funk, M.D., M.P.P, Vice President of Clinical Services

Doctor of Medicine, University of Illinois (Champaign, IL), Master of Public Policy, University of Chicago (Chicago, IL)

Karen has been a family physician at Clinica's Lafayette Clinic since 2004 and took on the role of Assistant Medical Director in 2012. Dr. Funk graduated with distinction from Swarthmore College where she spent a year at the London School of Economics and Political Science. She went on to the University of Chicago where she graduated with honors with a Masters degree in Public Policy. Following graduate school, Dr. Funk served as the Quality Improvement Coordinator for Planned Parenthood of Greater Chicago. Somewhere along the way, someone convinced Karen that she would be a great physician and in 2001 she received her M.D. from the University of Illinois. Like Dr. Wheeler, Dr. Funk was a Albert Schweitzer Fellow. This involved working with a Community Health Center in Chicago providing group based education to teens on obesity prevention, healthy sexuality and pregnancy prevention. With family ties in Colorado and a growing family, Karen completed her residency in Family Medicine at Rose Medical Center.

Justin Wheeler, M.D., Vice President of Clinical Services

Doctor of Medicine, Dartmouth College (Hanover, NH)/Brown University (Providence, RI)

After growing up in rural Montana, Justin attended St. Olaf College in Minnesota and completed his medical degree at a combined program of Dartmouth College and Brown University. He completed in residency in Family Medicine at Oregon Health & Sciences University. He was a Fulbright Scholar working on TB in India and an Albert Schweitzer Fellow working with gay, lesbian, transgender, questioning, and intersex youth in New England. Dr. Wheeler is dedicated to the Community Health Center movement and has been a physician at Valley Wide Health Services in Colorado's San Luis Valley since 2008. While there, he attended the nationally recognized George Washington University School of Public Health and Health Services Community Health Center Management program. Dr. Wheeler Coordinated Valley Wide's

Rural Family Medicine Rotation, was a Team Champion for their implementation of the NextGen Electronic Health Record and has been an active member of numerous committees at the local hospital – the San Luis Valley Medical Center.

Judy Troyer, Vice President of Operations

Bachelor of Arts, Kent State University (Kent, OH)

Judy spent the early part of her career as a medical assistant and in home health care administration before returning to school to earn her undergraduate. She began working at Clinica in 1999 and ever since, she has played a key role in developing and supervising Clinica's innovative care delivery model. After managing the Lafayette clinic for four years, she oversaw the Peoples Clinic and subsequently, the Pecos Clinic. Her vast knowledge of Clinica's systems and her strong commitment to the underserved segment of the community make her an ideal fit to direct Clinica's operating functions.

Boris Kalikstein, Vice President of Strategic Services

Bachelor of Science, Colorado School of Mines (Golden, CO)

Boris began his career at Lockheed Martin as a software developer. He moved on to manage primary care operations at Kaiser Permanente, where he focused on data-oriented improvement. He developed actionable metrics for frontline staff and trained them how to use reports to achieve operational and quality outcomes and worked on developing and executing Kaiser's strategic vision around care coordination. In 2011, he came to Clinica to improve the development of a robust information infrastructure and help Clinica move into the world of Meaningful Use and Accountable Care.

Betsy David, Chief Financial Officer

Master of Healthcare Administration, University of Minnesota (Minneapolis, MN)

In addition to leading Clinica's finance department, Betsy teaches healthcare finance to the executive cohort on-line for the University of Minnesota School of Public Health Masters program. She previously spent over six years serving as CFO for NorthPoint Health & Wellness Center and Cedar Riverside Peoples Center, health centers in Minneapolis. She was CFO for Peace Harbor Medical Campus, an integrated health organization that included a critical access hospital, two specialty clinics and two primary care clinics, home health/hospice, behavioral health and outpatient support departments. She has fourteen years prior experience in public accounting, performing audits, consulting work, tax returns and other attestation projects, primarily for health care organizations.

Patricia (Patsy) Byers, Vice President of Human Resources

Master of Organizational Management, University of Phoenix (Denver, CO)

Patsy joined Clinica's staff in 2002. She brings more than 25 years of experience in the business world to her position. For the past 15 years, her career has been focused exclusively on human resources. She is certified in organizational development by the Mountain States Employers Council and as a Professional in Human Resources by the Human Resource Certification Institute. Patsy has also completed the co-active coaching curriculum at the Coaches Training Institute.

An Nguyen, DDS, MPH, Vice President of Dental Services

Doctor of Dental Surgery, University of Tennessee (Memphis, TN)

An was born in a Hong Kong refugee camp shortly after her parents fled Vietnam during the war. When she was one-month old, An's family was sponsored by a church in Arkansas to come to the United States. She attained a Bachelor of Science from Rhodes College and a Master of Public Health from St. Louis University before completing dental school at the University of Tennessee. An worked as a Staff Dentist and Chief Dental Officer for federally-funded community health centers in West Memphis, AR and Greeley, CO, respectively, before joining Clinica in 2010. She enjoys cooking, paper crafts, cold-weather running, listening to music and reading.



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers (included in document)
- Copy of agency's 501(c)(3) tax ruling from IRS. (separate attachment)

Organization	<u>Coal Creek Meals on Wheels</u>		
Program Title or	<u>General Operating General Operating</u>		
Contact Person	<u>Lesley Jackson</u>	Title	<u>Executive Director</u>
Address	<u>455 N. Burlington Ave. Lafayette, CO 80026</u>		
Telephone	<u>303-377-4433</u>	E-Mail	<u>director@coalcreekmow.org</u>
Non-Profit Status	<u>Ye s</u> <u>501c3</u> <u>N</u>	<u>In Process</u>	
Program Duration (if applicable)	<u>0</u> Begin	<u>n/a</u>	<u>End</u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>2,500</u>	\$ <u>2,500</u>	

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Coal Creek Meals on Wheels (CCMOW) was established in 1972 by Lafayette resident Sue Marolf, a Board of Directors, and two staff members to provide hot, nutritious, home-delivered meals in East Boulder County to answered the need of food insecurity. Our mission is to provide daily nutritious meals and related support services to members of our community in need, helping them to live with dignity in their own homes.

To date CCMOW remains the only non-profit meal delivery service for East Boulder county residents. For our clients, food insecurity transpires as a result of their economic and social resources, functional status, and environmental challenges. In addition, our clients are often impacted by physical and cognitive health challenges, higher medical expenses, housing and utilities, limited mobility, living situation and neighborhood environment, food management skills, and the availability of a reliable social support system. Not having enough food, access to food, or money to purchase food has negatively contributed to our clients' overall quality of life, particularly in terms of health.

CCMOW consults national and local research, including the most recent Community Assessment Survey of Older Adults (CASOA) in Boulder County, to evaluate the need for our program. The CASOA and other sources confirm that nutrition and food security is a challenge for older adults, along with caregiving, health and mental health, in-home support, and transportation. In addition, we know that the rate of food insecurity triples for elders in poverty, and as of 2010, food insecure seniors were 2.3 times more likely to report fair/poor health status and had higher nutritional risk than their younger counterparts. These alarming statistics indicate a need for our program to eliminate hunger for such residents in our community. CCMOW serves meals to anyone in need of a hot, nutritious meal, regardless of age. We pride ourselves on providing nutritious, seasonal food to help our clients have the best health possible.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

1) Delivery of hot, nutritious, noon-time meals five days a week, plus two frozen meals for the weekend to CCMOW clients. Menus are created by our staff who customize individual meals based on health issues, dietary needs, religion and restrictions faced by our clients representing multiple-demographics. Clients receive their meal in a heat-sealed container that has compartments for a main course, starch and vegetables which are freshly prepared each day. Our clients also receive a fresh salad, and a dessert and/or fruit or yogurt in a separate paper sack.

2) Service of daily on-site, congregate meals, 5 days a week to seniors (residents as well as daily drop-ins) at our Josephine Commons locations as well as additional community member drop-ins. This opportunity not only provides a high quality meal for the diners, but also provides essential daily social interaction - and in most cases the only quality meal and social interaction in their day.

3) Provide daily interaction between clients and trained volunteers in order to decrease the social isolation of our clients and create an opportunity for our volunteers to check up on their well-being. Volunteers play a significant role in helping us fulfill our mission by observing and communicating any concerns regarding the

additional needs. Based on these “wellness checks” we provide referrals to assist aging, physically or mentally disabled and homebound clients fulfill the other needs they have such as additional groceries, food stamps, transportation, disability accommodations, housing, and other concerns.

4) CCMOW offers Project Homecoming which is a program that offers a week of free meals to persons discharged from a hospital or nursing home. The purpose of the program is to assist patients and caregivers in this fragile transition to maintain or improve their health through nutrition, but to also offer a noon time visit to encourage recovery and ascertain any needs for additional resources.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

As you may know, 1 in 7 seniors are food insecure and many who are economically challenged receive only \$4.14 per day in food stamps, making it a serious challenge to put food on their tables. CCMOW is working hard to alleviate these real life challenges. 98% of our clients are at low-to-moderate income levels, and more than 95% of our clients are unable to afford the full cost of our service, so we are heavily subsidizing almost all of the meals we provide, and 10% of our clients are in serious need of our service but are unable to pay even a small amount.

In 2015 we served 68 unduplicated Louisville clients 5651 meals. In the first 6 months of 2016, we served 57 Louisville clients with 3123 meals. Two of those clients receive their meals totally without cost due to their extreme low income. Of the 57 clients, 47% are aged over 80, and 75% are female. In 2015, 5 Louisville residents were served 715 meals and in 2016 6 Louisville residents were served 567 meals through Project Hope, a Boulder County program for low income, at risk seniors.

In addition, we have seen an increase in younger clients to include those with chronic, disabling disease but have also served meals to new single mothers and even families in health crisis. Since 2010 we have more than doubled the number of unduplicated clients served. Our clients are primarily seniors age 60 or older (80%), with 24% of our total being over the age of 85 years. Louisville client ethnicities for our are as follows: 47% Caucasian, 35% Hispanic/Latino, 8% Black, 5% Asian and 5% "other".

- Qualitative measures: How will you measure the success of this program/activity?

Coal Creek Meals on Wheels has anecdotal information that supports the effectiveness of our program in addition to the number of clients served and general demographics of our clients. This information includes positive client feedback about meal delivery, vital interaction between clients and volunteers, and ongoing referrals to our services through non-profit organizations and county agencies. The collection of client data is an important component of our evaluation approach as it allows us to understand the nutritional needs of our clients, helps identify their other unmet needs, and evaluates the satisfaction, taste, and nutritional integrity of meal options.

Defining and measuring success is achieved through our client survey. The survey is sent annually, and suggestions or trends identified are noted and incorporated into our program. In our 2016 survey, collected in June from 114 respondents, the majority of our clients strongly agreed/agreed as follows:

- 98% Coal Creek Meals on Wheels helps me remain self sufficient
- 100% I receive well balanced meals
- 100% The food quality and quantity is good.
- 100% Staff respond to needs

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

We have had some great success overall including transitioning from serving clients both through our traditional meal delivery service as well as becoming the daily congregate lunch provider for low-income senior residents age 55+ at Josephine Commons, a Boulder County Housing Authority property. This allowed us to greatly expand our mission while also providing much needed office space for our staff. We have steadily grown our kitchen staff and now have an excellent team in place in collaboration with our kitchen volunteers to serve both branches of our program. In response to our client growth we have some greatly needed upgrades in our kitchen in order to keep up with the demands of our daily meal output which currently sits an average at over 150 meals per weekday. We have applied with a community resilience grant with Foothills United Way in order to purchase this equipment.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?

We have 9 members and two advisory board members. Our board members reside in Superior, Erie, Westminster, and Lafayette. One of our advisory board members, Tim Merkel of Big Compass, LLC, resides in Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

We employ 9 part-time staff, and a contract book keeper and grant writer. Currently, none of our staff reside in Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Volunteers play a significant role and help us run our organization. Approximately 140 volunteers donate over 8,150 hours each year by assisting staff with meal delivery, helping in the kitchen to prepare and serve meals, organizing and bagging daily meals before deliveries, offering administrative help with logistics, and assisting with special projects during holidays and fundraisers. Our organization could not exist without their support and we take every opportunity to demonstrate our gratitude to them. Those volunteers offer daily interaction with clients and decrease their social isolation.

- Who will be responsible for the administration of the program or service?

All of our staff members work together along with our volunteers and board of directors to carry out our day to day programming. Lesley Jackson, our Executive Director, oversees all programs.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

We work with the Senior Services Departments in our cities to facilitate referrals of additional services our clients may need. We work closely with Boulder County Housing and Human Services to help secure food stamps for our clients, and with Sister Carmen for additional groceries and referrals to their programs. We also collaborate with Boulder County Area Agency on Aging Services, Community Food Share, Boulder County CareConnect, and other Meals on Wheels programs in Boulder County to offer referrals and prevent duplication of services. We are part of Project Homecoming, a partnership with local hospitals, nursing homes, and local Meals on Wheels programs to offer five free meals for discharged patients. We work with local ranchers who collectively bid on 4H Program livestock and donate the meat and its processing to us. Finally, we are a founding partner of Adultos Mayores Unidos!/Seniors United! to give local Latino seniors greater access to relevant resources.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Consistent and reliable funding partners will remain to be the major key to our commitment to never have a waitlist. We never want to turn away someone who is need of a meal. Securing multi-year funding such as what is offered in this grant is essential to this commitment and allows us to confidently and steadily serve more individuals.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Daniels Fund	\$10,000	11%
Rose Community Foundation	\$5,000	6%
Boulder County Commissioners	\$15,000	17%
City of Louisville	\$3,000	3%
Anschutz Family Foundation	\$7,500	8%
Santa Cruz Fdn Via Vivian	\$5,000	6%
Walmart Foundation	\$25,000	28%
El Pomar	\$5,000	6%
Wells Fargo	\$2,500	3%
Sprouts Foundation	\$5,000	6%
Community Trust (Community Fdn. Boulder)	\$2500	3%
Burt Foundation	\$2000	2%
Quick Foundation	\$2000	2%
TOTAL	\$89,500	2%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Lesley Jackson
Agency Director

303-665-0566
Telephone Number

director@coalcreekmow.org
E-Mail Address

Signature

Jim Sible (was emailed for approval)

Jim Sible
Board President

Telephone Number

jnsible@gmail.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

Board of Directors - July 2016

Jim Sible, President

Retired: The Boeing Company
City of Residence: Erie
206-713-0350
Term End Date: July 2018

Mo Kanwisher, Vice President

Momentum Business Consulting
City of Residence: Superior
Term End Date: July 2021

Jenny Loyd, Treasurer

Lawyer
City of Residence: Erie
Term End Date: 2020

Ken Zimmerman, Secretary

Retired
City of Residence: Erie
Term End Date: June 2019

Lynn Wooton, Board Member

American Cancer Society
City of Residence: Westminster
Term End Date: March 2017

Michelle Soloway, Board Member

Retired
City of Residence: Erie
Term End Date: June 2019

Patrick Gross, Board Member

Manager, Great Western Bank, Lafayette
City of Residence: Broomfield
Term End Date: June 2021

Lew Miller, Board Member

Retired Business Owner
City of Residence: Erie
Term End: 2020

John Risi, Board Member

Iris Forensics
City of Residence: Erie
Term End Date: November 2021

Vivian Langton, Advisory Board Member

Homemaker/Philanthropist
City of Residence: Broomfield
Term End Date: October 2018

Tim Merkel, Advisory Board Member

Managing Partner, Big Compass LLC
City of Residence: Louisville
Term End Date: June 2021



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

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Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>Community After Prom Parent Association (CAPPA)</u>		
Program Title or	<u>General Operating Monarch High After Prom</u>		
Contact Person	<u>Sharon Reese</u>	Title	<u>President</u>
Address	<u>765 Pinehurst Ct., Louisville, CO 80227</u>		
Telephone	<u>303-995-8060</u>	E-Mail	<u>sharon.reese3@gmail.com</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	In Process <input type="checkbox"/>
Program Duration (if applicable)	Begin <u>N/A</u>	End	<u>N/A</u>
Grant Amount Requested for 2017 and/or 2018	2017	2018	
\$	\$ <u>500.00</u>	\$ <u>500.00</u>	

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides? Our mission is to provide the Monarch High School students in our community a fun, safe, substance-free place to go after their school prom dance. Our goal is to get as many students to this party as possible on one of the most dangerous nights in the life of a teen. To achieve this mission we work hard to raise enough money and receive in-kind donations to create a spectacular party that the students won't want to miss and keep the ticket prices low. We engage students as volunteers and have pre-event contests and promotions to build up excitement for the event. We send out emails and flyers to the parents and community businesses encouraging support of this fun, safe, substance-free event. According to the [Insurance Institute for Highway Safety](#), roughly a third of alcohol-related teen traffic fatalities occur between April and June, which is considered the peak of prom season. According to the NHTSA (National Highway Traffic Safety Administration) 1 in 3 children under the age of 21 who died in alcohol related accidents died during prom and graduation season.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities. We are requesting funding for the event itself to help with costs associated with food, prizes, decorations and entertainment for approximately 700 students. 92% of event funding is via parent and community donations.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:
 - Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville. This event serves all Monarch High School juniors and seniors and their dates whether or not they attended the Prom.

 - Qualitative measures: How will you measure the success of this program/activity? Success is measured by student attendance at the event. We also get verbal feedback from students, parents, and staff.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

Last year's After Prom Event was a huge success. We had an increase in student attendance of 20% for the second year in a row. The feedback was positive and enthusiastic. This in part is due to more student engagement this year and word of mouth from the year before, and our successful community outreach campaign. Our biggest challenge is finding sources for large donors. Our organization is run with all volunteers, and it takes considerable time and effort to find numerous smaller donors. Although we do have a few regular larger donors, we are working on building relationships with more individuals and companies that understand the importance of our mission and have the capacity to make larger donations.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents? 4 people serve on the Board of Directors. All are Louisville residents.
- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents? All staff is volunteers, no one is employed. Many are Louisville residents.
- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year. Our organization is staffed entirely by volunteers. They fill various roles including Board Members, Committee Chairs, Committee Members, and Event Decorators and Event Staff. Estimates for volunteer hours are 4,500 hours annually.
- Who will be responsible for the administration of the program or service? The Board of Directors

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies. CAPP is the only organization designated to provide the After Prom Event for Monarch High School students.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding. The event cannot be held without extensive community contributions. We rely heavily on the support from the City of Louisville and Superior and the businesses in those communities. Last year we received a \$500 grant from Project Purple (specifically designed to support substance-free After Prom parties), and won a \$1,000 Precision Plumbing contest. This is \$1,500 of funding alone that we will not be awarded this year (they elect different recipients each time), and we will need to replace this amount with other funding sources.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Louisville/Superior Business Community	\$12,700	46.7
Parent Donations	\$10,000	36.8
Student Ticket Sales	\$4,500	16.5

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature

Agency Director

Sharon Reese

Board President

Telephone Number

303-995-8060

Telephone Number

E-Mail Address

sharon.reese3@gmail.com

E-Mail Address

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GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

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Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

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Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>Community Food Share</u>		
Program Title or	<u>General Operating General Operating</u>		
Contact Person	<u>Michelle Orge</u>	Title	<u>Executive Director</u>
Address	<u>650 S. Taylor Ave, Louisville, CO 80027</u>		
Telephone	<u>303-652-3663</u>	E-Mail	<u>morge@communityfoodshare.org</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	In Process <input type="checkbox"/>
Program Duration (if applicable)	Begin <u> </u>	Ongoing <input checked="" type="checkbox"/>	End <u> </u>
Grant Amount Requested for 2017 and/or 2018	\$ <u> 2017 </u>	\$ <u> 2018 </u>	

CITY OF LOUISVILLE, COLORADO

GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background: What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?**

Mission: To be a leader in our community's efforts to end hunger in Boulder and Broomfield Counties.

Strategic Priorities

Nutritious and Abundant Food

- Food sourcing focuses on nutritious food
- Food is distributed with safety and quality as top priorities
- Food procured is sufficient to address the need
- Food reaches people with the lowest food security

Efficiency and Impact

- Resources are used effectively to make the greatest impact
- Relationships area leveraged for growth in food procurement
- CFS provides the most effective and efficient way for partner programs to obtain food

Collaboration:

- CFS works with partners on solutions to affect food security
- Partnerships are leveraged for increased food access
- People in need are connected to other resources in addition to food
- CFS provides food resources, allowing partner programs to direct their financial resources to other vital services

Community Engagement

- Volunteers are a vital part of everything we do
- Food recipients are engaged in solutions to ending hunger
- The community supports our mission and helps us achieve it
- Education and outreach keep the community engaged in our work

We use several sources of information to verify the need for our services: US Census Data on income and poverty; eligibility and participation in federal programs including SNAP, Free and Reduced Lunch, TEFAP (The Emergency Food Assistance Program), WIC (Supplemental Nutrition for Women, Infants, and Children), CSFP (Commodity Supplemental Food Program; Food Security Data (e.g. Map the Meal Gap study); Feeding America Hunger In America Study (HIA); Boulder County TRENDS report; data gleaned from partner agencies who provide basic needs services in our community.

There are more than 47,000 (1 in 8) food insecure individuals in Boulder and Broomfield Counties. In addition to food insecurity, most low-income people lack consistent access to nutritious foods such as fresh produce, protein, grains, and dairy. The average cost of a meal in Boulder County is almost 30% higher than the national average, and among the top 10 highest in the state. According to the most recent HIA (2015), 79% of our food recipients purchase unhealthy food because it is inexpensive. A chronic lack of nutrition can lead to serious health issues such as diabetes, and cause developmental challenges for children.

2. **Program description: What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.**

Seventy percent of distribution is through a network of more than 40 partners, including food pantries, meal programs/soup kitchens, housing support programs and shelters. We provide the food at no cost to them – comprising the majority (50-100%) of their food resources.

We also have several direct-to-client programs, the three largest being Feeding Families –which serves low-income families through our on-site pantry, Elder Share – which serves seniors, and Mobile Pantries – which bring truckloads of produce, dairy, and staple food items to areas with low food access.

Nutrition is a priority for us, and last year, more than 70% of our distribution was fresh produce or protein/dairy. Our goal this fiscal year is to distribute enough food for 9.3 million meals. A grant of \$2,500 will help us distribute 7,500 meals to families in Louisville, while maximizing our efforts to procure the most nutritious foods through donations, food rescue/recovery, and targeted purchases. Your support will allow us to continue the important work of safely and efficiently procuring and distributing food to those that need it.

3. **Program measurements: Provide the following information for the program/activities for which funding is requested:**

- **Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.**

Our success is measured in the number of pounds (meals) distributed to those in need, as well as the nutritional value of the food. We also measure the number of people we are reaching. Last year, we reached 278 Louisville residents through our direct distribution programs, and many others through our partnerships with local partners serving Louisville – Heritage House Ministries, Louisville Community Church – Food Bank, YMCA of Boulder Valley – Superior, YMCA of Boulder Valley – Louisville Elementary. Through these partners, we distributed nearly 50,000 pounds of food. We also provide food to Sister Carmen Community Center, which serves Louisville in addition to other East County residents.

- **Qualitative measures: How will you measure the success of this program/activity?**

We measure our qualitative success through agency and customer service surveys, focus groups, and our face-to-face interactions with those we serve. With our focus on nutrition, the percent of distribution that is fresh produce, protein, and dairy is an indicator of the level of service we provide and the success of our program.

4. **Evaluation: If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?**

We have continued to focus and increase our distribution of fresh produce, protein, and dairy. We have embarked on a community-wide needs assessment and have been successfully convening hunger relief partners to develop coordinated hunger-relief strategies. We have strengthened and built relationships with key partners, and have made significant efforts to increase the quantity, quality, and variety of foods available to our partners. We also started an Agency Co Op program which helps partners secure better prices on the food that they were previously buying through other vendors, while also maintaining (or increasing) the amount of food that CFS can purchase and distribute for no cost to these partners.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. **Leadership:**

- **How many people serve on your Board of Directors and how many of these are Louisville residents?**

Currently, we have 12 Board members. Two of them are Louisville residents.

- **How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?**

We employ 28 people (25.5 FTE). Three are Louisville residents.

- **Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.**

Volunteers help us in all aspects of our organization, from board membership to warehouse food sorting to helping on our truck routes as drivers' assistants. In the last year, we had 3,500 volunteers donate nearly 35,000 hours. This is the equivalent of 17 FTE.

- **Who will be responsible for the administration of the program or service?**

Michelle Orge, Executive Director, and Neal McAlister, Director of Operations

6. **Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.**

While our partners distribute food to low income people, they do not operate at the size and scale of a food bank. We serve two counties, Boulder and Broomfield. Community Food Share is a member of both Feeding America and Feeding Colorado (the five Colorado Feeding America food banks) with whom we share product and best practices. Our infrastructure and scale allow us to procure food from unique national and regional sources, and our 68,000 sq ft. facility allows us to store, sort, repackage and distribute food safely and efficiently. An example of how volume procurement works in the community's favor is our cost of fresh produce, which allowed us to bring in a truckload of fresh apples for just 14 cents a pound. We are able to combine multiple and often unpredictable food sources into a reliable, safe, and no-cost source of food for our partners. The work we do at CFS takes the pressure off of our partner agencies who can then direct their limited resources to other vital services.

9. **Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.**

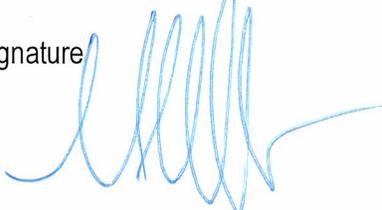
We appreciate your consideration and are glad to be part of the Louisville community!

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount (per year)	Percent of Total
Government Support	138,460	5%
Foundations	300,000	10%
Corporate Contributions	420,000	14%
Individual Contributions Organizations	1,537,675	52%
Special Events	45,000	2%
Earned Income	350,000	12%
	174,852	6%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature 

Michelle Orge
Agency Director

303-652-3663
Telephone Number

morge@communityfoodshare.org
E-Mail Address

Signature 

Becky Hall
Board President

303-447-0450
Telephone Number

becky@packarddierking.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.



dental aid

because everyone deserves dental health
www.dentalaid.org

July 28, 2016

Kevin Watson, Finance Director
City of Louisville
749 Main Street
Louisville, CO 80027

Dear Mr. Watson,

Dental Aid appreciates the past funding provided by the City of Louisville for general operating expenses and is grateful to once again have the opportunity apply for funding. Your support allows Dental Aid to provide comprehensive oral health care for low income and uninsured and underinsured Louisville residents who make Dental Aid their dental home. To help insure that needed oral health care continues to be available to Louisville residents, Dental Aid requests \$2,000 in general operating funding for each of the years included in this application, 2017 and 2018. This funding will enable us to continue to provide subsidized preventative and restorative oral health care and education for low income Louisville families who lack other options for care.

In 2015, Dental Aid provided comprehensive dental care for 8,287 individuals, 555 of whom were Louisville residents. By combining intervention with education, we can create sustained behavior and health changes in our patients, and spare the community the financial burden incurred when routine preventive dental care is not available or affordable for low-income populations.

In the fall of 2015 we expanded our Louisville Clinic by adding more dental rooms. This has increased our capacity to serve adults and children at the clinic. The new rooms are now fully equipped and staffed and we are beginning to serve additional patients at the Clinic.

I welcome the opportunity to speak with you about Dental Aid or have you schedule a time for a visit. Please feel free to contact me at 720-287-2614, ext. 401 if you have any questions about our funding request. Thank you for your consideration.

Sincerely,

Dennis Lewis, DDS
President/CEO



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Dental Aid, Inc.

Program Title or General Operating General Operating

Contact Person Greta Maloney Title Community Liaison

Address 1285 Centaur Village Drive, Lafayette, CO 80026

Telephone 720-287-2614, ext. 404 E-Mail gmaloney@dentalaid.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin N/A End

		2017		2018
Grant Amount Requested for 2017 and/or 2018	\$	2,000	\$	2,000

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Mission: Dental Aid's vision is: *a community where All individuals and families have access to dental care. We accomplish this vision by living our mission: to improve the quality of life of children and adults struggling to afford health care by providing compassionate, affordable, high quality dental care and education, while advocating to ensure access to care. We are constantly examining the ways we provide care, looking for new and improved ways to reach more individuals and make a greater impact on their oral health.*

Dental Aid was the first not-for-profit, stand-alone, comprehensive dental clinic in Colorado. It was founded in Boulder County in 1974 as a referral organization, and opened its first full-service clinic in 1980. Dental Aid has clinics located in Boulder, Longmont, and Louisville, and a satellite clinic located in the Boulder Shelter for the Homeless. In recent years we have begun to provide the services of a registered dental hygienist in non-clinic locations such as schools and community centers.

Strategies: Dental Aid provides emergency dental treatment, comprehensive dental treatment and ongoing preventive oral health care and oral health education. We believe that through education and early intervention we can lower the rate and extent of oral disease, reduce the cost of health care and make a lasting impact on the lives of current and future generations. We prioritize our efforts to most effectively reach populations we have identified as high-risk (children, pregnant women, people with chronic illnesses, and those with physical, mental or emotional disabilities). We make our services available through our clinics, our tele-dentistry outreach programs and our subsidization programs, *Adult Assured Access* and *Marcie's Fund for Uninsured Children*.

To assure that needed oral health care is available to uninsured and low income residents of our community who would otherwise have no options for care, Dental Aid is seeking general operating support. We want to help insure that all members of our community can live healthier lives free of oral pain or disease.

Sources of Information: Information that informs the design of our services includes statistics from the United States Census Bureau which shows demographic data including the income levels of residents; more specific health related data gathered by the Colorado Department of Public Health and the Environment (CDPHE) including the Child and Maternal Health Surveys; information about insurance coverage from the Colorado Department of Health Care, Policy and Finance and research which shows that oral health is an important component of general health and that access to preventive care and the establishment of a dental home lead to better oral health and overall general health.

The CDPHE conducts regular oral health surveys which report the caries rate for Boulder County school children. Research shows that although dental caries, a transmittable and contagious infection which appears as cavities, is almost 100% preventable, it remains the most common chronic disease in children. Tooth decay in children can be painful and adversely affect a child's ability to eat, speech development, school performance, socialization, self-esteem and overall long-term health. Poor oral health is the number one health related reason grade school children miss school. Five times more school is missed due to oral health problems than due to asthma.

The American Dental Association, the American Academy of Pediatric Dentists and the Colorado Dental Association all recommend that all pregnant women see a dentist and that all children see a dentist by the time they are one year old to begin to establish a dental home. Access to high quality oral health care varies according to socioeconomic condition. The Colorado Health Institute report, *Filling the Dental Gap*, published in February of 2015 showed that only about 18% of Boulder County dentists accept the Medicaid benefit, far below the statewide average of 33%. As of June of 2016, 53,192 Boulder County residents were covered by Medicaid. Boulder County continues to have far more patients covered by Medicaid than the number of oral health providers in the County who accept Medicaid can adequately serve. This has resulted in long wait lists for non-urgent oral health services.

The 2015 Colorado Health Access survey shows that while the percentage of Boulder County residents with dental insurance has increased since 2013, 30-40% of Boulder County residents still do not have dental insurance. A recent American Dental Association study reported that 19% of low income residents in Colorado stated that the appearance of their mouth and teeth negatively impacted their ability to interview for a job and 25% of Colorado residents avoid smiling because of the condition of their teeth. Sixty-one percent of those who have reported that they have not seen a dentist in the past year stated that they had not sought oral care because of the cost.

- 2. Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

Dental Aid provides emergency, comprehensive and preventive oral health care and education to low income uninsured and under-insured individuals in our service area, Boulder County and the City and County of Broomfield. Our fees are 50% of the area market rate. We subsidize care to low income uninsured and under-insured clients so that all individuals can receive needed oral health care regardless of their financial position. In 2015, Dental Aid provided care to 8,287 individuals and 1,382 individuals received the services of hygienists in non-clinic community settings. We make our services available in our clinics, through our tele-dentistry community outreach programs, and through our subsidization programs, *Adult Assured Access* and *Marcie's Fund for Uninsured Children*. Our outreach programs serve children, adolescents and adults in non-clinic settings such as schools and community centers. A registered dental hygienist using portable equipment provides oral health education and preventive care. *Adult Assured Access* provides outreach, oral health education, and comprehensive subsidized dental care for uninsured at-risk adult residents; in 2015, 547 clients benefited. *Marcie's Fund* provides subsidized oral health care and education for children and youth (0 to 20) who are uninsured; in 2015, 512 children benefited.

We are seeking general operating funding to support our clinical operations and our outreach and subsidization programs to ensure that low income, uninsured and at-risk residents of Louisville have access to high quality, affordable oral health care in a welcoming and culturally sensitive environment. Funding supports our provision of both preventive (exams, x-rays, and cleanings) and restorative (root canals, crowns, fillings, and dentures) care. We also provide comprehensive oral health education. Our tele-dentistry programs make a hygienist providing diagnostic and preventive services available in community settings such as schools and community centers.

- 3. Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

Our service area includes Boulder and Broomfield Counties with an approximate population of 386,483 14% of whom live in poverty and 17% of whom are Latino. Dental Aid serves low income uninsured and under-insured children, youth and adults. In 2014 nearly 31% of Boulder County children were below 200% of the FPL. The poverty rate for Latino children in Boulder County is 39.5%.

Historically 68% of the individuals that Dental Aid serves are extremely low income, 24% are very low income and 6% are low income. Most of our clients are below 200% of the federal poverty level. Almost half of our patients are Latino. We seek to serve low income, uninsured and under-insured individuals of all ages who have difficulty accessing oral care with an emphasis on high risk populations including children, pregnant women, those living with HIV/AIDS and those with heart disease or diabetes. We accept Medicaid and CHP+ and our fees are approximately half of the areas usual and customary fees. While Boulder County has many dentists, only 18% of those dentists accept Medicaid. The number of Medicaid enrollees in the county continues to grow; as of June 30, 2016, 53,192 Boulder County residents were enrolled in Medicaid. In 2015 Dental Aid served 5,150 Medicaid clients.

In 2015 we served 555 Louisville residents, 240 of whom were children, 20% were Latino, and half of whom were extremely low income, very low income or low income according to the federal poverty guidelines. To date in 2016 we have served 331 Louisville residents, almost half of whom were children and 20% of whom were Latino.

- Qualitative measures: How will you measure the success of this program/activity?

Dental Aid's success is measured by the number of patients who access the program, their follow through with treatment, the establishment of a dental home (return for routine non-emergent treatment), changes in their oral health care behaviors, and the overall improvement in oral health of the patients. We have developed indicators for all clinical activities, and regularly monitor our adherence to the indicators (e.g. treatment plan completion, levels of oral bacteria). The measurement tools are staff reports, the patient database, chart audits, and specific program data. Chart audits are conducted twice a year and usually include 100 charts.

Outcomes that we seek for our clients are as follow:

Treatment Plan Completion:

- 60% of adults complete treatment plans within 9 months; and
- 90% of children complete treatment within 6 months.

Establishment of a dental home:

- 75% of patients seen at Dental Aid establish a dental home (placed on a regular recall schedule and attend more than one visit a year);

Our long term goal is a healthier population both systemically and orally, with a greater understanding of the connection between oral health and general health. This goal is not easily quantifiable and will require continuous effort. Progress in this area will be monitored by the status of oral health in our community improves as shown the Colorado Department of Public Health and Environment oral health surveys on the number of 3rd and 7th graders with untreated dental decay.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes

and challenges. What, if any, changes will you implement to address this evaluation?

In 2015, Dental Aid provided in-clinic care to 8,287 individuals and 1,382 individuals received the services of the community based hygienist in non-clinic settings. Of these, 3,193 were served in our Louisville Clinic and 555 were residents of Louisville. Also, in 2015, *Adult Assured Access* program subsidized care for 547 clients and 512 children received subsidies for care from *Marcie's Fund for Uninsured Children*. Below are the evaluation results from our 2015 chart audits.

- 59% of adults completed treatment plans within 9 months of initiating care and 66% showed improved oral health;
- 92% of children completed treatment plans within 6 months of initiating care and had improved oral health;
- 95% of children seen made Dental Aid their dental home;
- 72% of adults seen made Dental Aid their dental home; and
- 84% of pregnant women completed periodontal treatment prior to delivery, and 85% of the women demonstrated positive changes in their own oral health.

While children are doing a good job of completing treatment plans within six months of their initial visit and regularly visiting Dental Aid for preventive care (i.e. establishing a dental home), we need to work with adults to help them to complete treatment plans and return for regular preventive care visits. This will involve working with the patients to identify impediments to treatment (financial, transportation, hours away from work) and then working with them to schedule appointments that are convenient for the client, provide referrals for transportation assistance if needed, and develop payment and subsidization plans as needed.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?

We have seven members on our Board of Directors. None of our current Board members resides in Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

Dental Aid has 51 employees; our FTE is 44 employees. Two of our employees are residents of Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Dental Aid is fortunate to utilize a number of professionals who provide volunteer services or reduced fee services to our clients, thus extending our capacity. During 2015, Dental Aid had volunteers assist at various projects throughout the year. One of these events is Give Kids a Smile where dentists, hygienists and other staff donated many hours of their time. In 2015 our volunteer staff provided \$18,417 worth of care to 54 uninsured children. A local dentist provides periodontal care to pregnant women free of charge to Dental Aid patients. Dental Aid also has many clerical volunteers who commit to providing their time for a three-month period. The University of Colorado Pre-Health Advisor refers pre-medical and pre-dental students to work in Dental Aid clinics on a volunteer basis.

2015 was a typical year for volunteers: Dental Aid had a total of 18 volunteers who worked 825 hours for a total value of \$6,862.

- Who will be responsible for the administration of the program or service?

Dental Aid's Chief Executive Officer and Chief Financial Officer/Chief Operating Officer work together to oversee the overall operations. Our V.P. of Operations oversees the daily operations of Dental Aid's clinics.

- 6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.**

To our knowledge, we are the only organization in our service area that provides oral health outreach, screenings and education, followed up and supported by subsidized clinical oral health care for any low-income, uninsured and/or under-insured residents. We collaborate with many local agencies. Our partners include the Clinica Family Health Services, Salud Family Health Centers, Boulder County Housing and Human Services, the Boulder County Aids Project, St. Benedict Health and Healing Ministry, and Imagine!. We provide the services of a hygienist at Boulder County Public Health (WIC and Genesis programs), the

Mental Health Partners Ryan Wellness Center, the Sister Carmen Community Center, Bridge House locations, and In Boulder Valley School District classrooms. We have a Memoranda of Understanding (MOU) with the Boulder Valley School District, Boulder County Public Health, and a Business Associates Agreement (BAA) with Mental Health Partners. We are working to provide services at other locations including public housing sites.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

In April of 2014 Colorado expanded the adult Medicaid benefit to include dental services. As one of the few practices in our service area that accepts the adult Medicaid benefit, we began to experience an increase in the number of adult patient visits, many of them individuals covered by the new Medicaid benefit. Because Medicaid reimbursement rates are lower than our private pay rates, we also now receive less revenue per visit. There also continue to be clients who are not eligible for Medicaid who need subsidized care. Our commitment to continue to make services available to the uninsured is paramount as we work to meet the increased demand. The dental hygiene *Teledentistry Program* is one way that we are seeking to efficiently maximize the number of clients we serve. By providing services in schools and other community settings, we can expand our capacity without the necessity of acquiring more physical space. We have also continued to diversify our payer mix and worked to increase efficiencies in the operation of our clinics (e.g. better scheduling, reducing our no-show rate).

By the end of 2015, Dental Aid was managing the Medicaid benefit much better. Our collection percentages improved by 15 % to 20%. However, we continue to experience large write-offs due to our acceptance of the Adult Medicaid benefit and are continuing to work to attract a broader clientele including more private pay clients and reduce our no-show rate.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount FY	Percent of Total
Government Grants (county and local)	\$343,574.00	8.24%
Foundations	\$343,960.00	8.33%
Businesses	\$17,950.00	0.4%
Individual Contributions	\$42,000.00	1.0%
Fees/Earned Income	\$3,375,000.00	81%
In-Kind Contributions	\$35,000.00	0.83%
Other	\$12,000.00	0.2%
Totals	\$4,169,484.00	100%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature 

Dennis Lewis
Agency Director

720-287-2614, Ext. 401
Telephone Number

dlewis@dentalaid.org
E-Mail Address

Signature 

Jaime Davila
Board President

303-886-3917
Telephone Number

Jljdavila@gmail.com
E-Mail Address

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Dental Aid Board of Directors - 2016

Name and Title	Work Information	Residence	Term	E-mail
Chair Jaime Davila	Foothills Behavioral Health Partners 9101 Harlan St, Westminster, CO 80031 303-886-3917 303-432-5950	1526 Haystack Way Lafayette, Colorado 80026	August 2014- August 2017	Jljdavila@gmail.com
Treasurer Brian Nuttall, CPA J.D	Kingsbery CPAs and Advisors 1470 Walnut St., Suite 200 Boulder, CO 80302 (303)444-2240	705 E. Heartstrong Street Superior, CO 80027	July 2012- July 2018	bcn@kingsberycpas.com
Vice Chair Katie Harberg	Independent consultant	2875 Juilliard Street Boulder, CO 80305 (303) 494-9632	June 2012- June 2018	harbergk@gmail.com
Don Horton	Retired public health worker	7465 E. County Line Rd. Longmont, CO 80504-8430	February 2014- February 2017	dg.horton@msn.com
Tanya Karnavy, DDS	Little Britches Pediatric Dentistry 1818 Mountain View Avenue, Longmont, CO 80501 (303) 651-3733	165 South 35th Street Boulder, CO 80305 (808)266-0560	August 2012- August 2018	tkarnavy@gmail.com
Eric Hoelter	Thrivent Financial 2668 Northpark Drive, Suite 100 Lafayette, CO 80026 (303) 673-0444 Insurance and Financial Planning	975 Lincoln Street, Unit 4G Denver, CO 80203 (720) 346-4449	September 2012- September 2018	eric.hoelter@thrivent.com

Dental Aid, Inc.
Key Staff

Executive Team:

Dennis Lewis, D.D.S., President & CEO

Dr. Lewis joined Dental Aid in February 2005 as Director of General Dentistry after seven years of directing the dental program for the Health District of Northern Larimer County. In November, 2010 Dr. Lewis assumed leadership of Dental Aid as President and CEO. Dr. Lewis has provided oral health care for the uninsured for more than 20 years; and has practiced general dentistry for more than 30 years. Dr. Lewis is a member of the Cavity Free at Three Development Team, the Medicaid State Advisory Council, and serves on the Board of Directors for the Caring for Colorado Foundation. He graduated from the University of Colorado School of Dentistry.

Carolyn J. Solseth, CPA, MBA, Chief Financial Officer & Chief Managing Officer

Carolyn joined Dental Aid in January of 2012. She has over 25 years of accounting and finance experience and has worked with non profits in several different capacities over the years. She holds an active CPA license and has a BBA from the University of Texas and a MBA in Accounting from the University of Colorado and is a member of the American Institute of CPA's and the Colorado Society of CPA's.

Claudia Merjil, V.P. of Operations

Claudia joined Dental Aid in 2003 as a receptionist and trained to be a dental assistant. In 2009 she became a clinic manager for the Longmont clinic. She has grown within Dental Aid and now oversees the clinic management of all three clinics. Claudia understands all functions of a dental practice and is a valuable asset to the leadership of Dental Aid. Before moving to Colorado she attended the University of Texas in El Paso.

Additional Key Staff:

Jose Mena D.M.D, Lead Dentist, Boulder Clinic

Dr. Mena received his dental degree from Tufts University. He then completed a General Practice Residency at Louisiana State University in New Orleans. Dr. Mena was in his residency when Hurricane Katrina came ashore. Dr. Mena joined Dental Aid in 2009. His experiences while in residency dealing with the aftermath of such a devastating storm, uniquely equipped him for his work at Dental Aid. Dr. Mena completes all of Dental Aid's dental record audits for grant reporting. In addition to these duties Dr. Mena is also the lead dentist in the Boulder clinic.

Darby Barfield, D.M.D., Director of Pediatric Dentistry

Dr. Barfield joined Dental Aid in September 2002 after completing a two year Pediatric Dentistry residency at Children's Hospital Colorado in Aurora. She is Board Certified by the American Board of Pediatric Dentistry. Dr. Barfield is the primary Pediatric Dentist in our Louisville clinic and maintains privileges at Children's Hospital Colorado in Aurora.

Elva Quintana, Boulder and Louisville Clinic Manager

Elva began her career at Dental Aid as the *Bright Smiles For Bright Futures* Case Manager in 2009 and served in the capacity for four years. She is bilingual and bicultural and connects well with the clientele. From 2013 to 2015 Elva oversaw Dental Aid's outreach efforts. Elva now manages both the Boulder and Louisville Clinics.

Dental Aid, Inc.
Key Staff

Nancy (Nacy) Hernandez, Patient Care Coordinator

Nacy has been with Dental Aid since 2009. She is bilingual and bicultural and began her career with Dental Aid as a receptionist. She served as the Case Manager for *Bright Smiles for Bright Futures* in 2014-2015 and in 2015 became the case manager for children receiving treatment at Children's Hospital. She enjoys working with patients and helping them to learn how to take care of the oral health of their children and themselves and schedule needed dental care. As Patient Care Coordinator Nancy is now helping patients complete treatment plans by working with them to help them overcome scheduling, transportation, and financial barriers.

Greta Maloney, MLS, JD Community Liaison and Grant Writer

Greta joined us in April of 2014. She has worked both as a librarian for 8 years and as a child protection lawyer for 20 years. Her work in the child protection field led to her commitment to prevention, interagency coordination and cooperation, and equity. She brings her skills as a researcher and writer as well as connections in the community to her work with Dental Aid.

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DENTAL AID INC
877 SOUTH BOULDER ROAD
LOUISVILLE CO 80027-1345

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

Sincerely yours,



Ginni L. Redfern
Program Manager, AM OPS 1



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

City of Louisville
Kevin Watson
Director of Finance
749 Main Street
Louisville, CO 80027
Submitted via kevinw@louisvilleco.gov

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statement for most recently completed fiscal year.
- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Program Title: Flatirons Habitat for Humanity Site Development of Louisville Commons

Agency: Flatirons Habitat for Humanity

Contact Person Title: Susan Lythgoe, Executive Director

Address: 1455 Dixon Ave, Suite 210, Lafayette, CO 80026

Telephone E-Mail: Phone, 303-447-3787 ext: 232. Email, slythgoe@flatironshabitat.org

Non-Profit Status: Yes, EIN# 84-1229714

Program Duration (if applicable) Begin End: The site development of the property is scheduled to begin in July of 2017 and the affiliate hopes to begin construction of the property in July 2018 pending successful fundraising for the project.

Grant Amount Received for 2016 (if applicable) \$0

Grant Amount Requested for 2017 \$10,000

1. Organizational Background: What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

FHFH partners with low-income families by offering homeownership opportunities and other programs to break their cycle of poverty. Our high-impact programs are a turning point in creating generational stability and self-sufficiency. In fiscal year 2017 (July 1, 2016 – June 30, 2017) FHFH will provide

services to estimated 144+ individuals through our programs. We will partner with these individuals and empower them to achieve economic stability and self-sufficiency.

Mission: Flatirons Habitat for Humanity is a nonprofit, ecumenical Christian housing ministry that seeks to eliminate poverty housing and homelessness from the world, and to make decent shelter a matter of conscience and action. FHFH partners with low-income families in Boulder and Broomfield Counties including Boulder, Broomfield, Lafayette, Louisville, Superior and Nederland. Habitat for Humanity is the only organization providing homeownership opportunities to family with incomes between 25 – 60% of the AMI (Area Median Income).

FHFH aligns with Habitat for Humanity International. Habitat for Humanity International researches critical housing needs worldwide utilizing sources such as UNIFCEF, National Low Income Housing Coalition, United Nations & more. Locally FHFH utilizes sources such as The Sweep Report, Boulder County Trends, The United States Census Bureau, BCBR, The City of Boulder, Boulder County, HUD, State of Colorado, Boulder Housing Partners and more. FHFH is continually collecting up-to-date information that is research-based.

2. What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

We ask the City of Louisville to help support FHFH's site development of Louisville Commons. Funds will be utilized to support FHFH's build of six units of permanently affordable housing in Louisville. We will build three duplex buildings. Each townhome will have 3-bedrooms and 1 ½ baths. FHFH will either join the property's current HOA or create a sub-association and hire a management company to oversee the association. Habitat's Louisville units will remain affordable through a covenant or recapture with the approval from the City of Louisville.

The Louisville Commons project includes a unique partnership with University of Colorado's Civil Engineering students. In spring of 2016 the students worked on a collaborative project that provided them with "real-world" experience. Senior students, working as design firms (eight four- to five-member teams), submitted proposals for the land in Louisville as part of their "capstone" design experience in their final undergraduate-level class. Students' proposals were required to include site concept plans, design alternatives and cost-saving recommendations, stormwater design and analysis, irrigation design, hydraulic analysis, potable water and fire plans, grading plans, foundation and structural design for duplexes/triplexes, playground/picnic structures, housing unit design, detailed cost estimates and design and construction schedules.

CU students worked starting in January to respond to a request for proposals (RFP) for the multi-family housing project. Their engineering services include a preliminary design and construction plans to develop property at the corner of South Boulder Road and Ridgeview Drive in Louisville, which is zoned medium density residential. The new development will consist of a combination of Habitat for Humanity duplexes and triplexes designed specifically for the surrounding neighborhood by the CU students.

This project will be the first time that the affiliate has built a home in Louisville since 1996, FHFH has build one home in Louisville. There are no affordable housing units for purchase in Louisville. The

location of this project affords excellent opportunities to give recognition and visibility to the City of Louisville.

3. Program measurements: Provide the following information for the program/activities for which funding is requested:

a) Quantitative measures: Describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

Our service area includes Boulder, Lafayette, Louisville, Jamestown, Ward, Superior, Nederland and Broomfield. Since 1993 FHFH has served 226 families locally and internationally. This number includes 78 new construction homes, 2 rehabilitated homes, 3 Critical Home Repair, 6 Critical Home Repair Flood Damage, 3 rebuilds from the 2013 floods, 3 recycled homes (new families into existing Habitat homes) and over 130 Habitat homes internationally through our 10% tithe of allocated funds. All of FHFH's programs serve low-income residents of Louisville.

Our programs are available to all low-income families in our service area including Louisville. Currently we have 290 active volunteers from Louisville. FHFH partners with many Louisville based partner companies and partner churches, such as Medtronic, Lowes of Louisville, Carrabba's Italian Grill, Heritage Bank, Gaiam and more, Louisville United Methodist and Christ the Servant Lutheran and the Coal Creek Rotary support our efforts in our service area. We continue to build relationships and partnerships across our service area, including Louisville. We plan on continuing to reach out to several local businesses in Louisville during calendar year 2017 to partner and become a part of the solution to poverty housing in our community.

b) Qualitative measures: How will you measure the success of this program/activity?

FHFH measures impact one family at a time. With the expansion of our homeowner education program, we often have a longer-term relationship with our families and will be able to monitor their successes and challenges. We evaluate our success not just on home occupancy but on our homeowner's achievement of economic stability and self-sufficiency. We also evaluate the impact of our programs by successful payment of the homeowner's mortgage and participation in their HOA.

FHFH's Family Progress Survey is a tool to measure the efficiency and success of Flatirons Habitat's programs over the years of operation. We want to ensure that we are meeting the needs of our current Habitat families and will use this feedback to better serve deserving families in need of affordable housing in the future. FHFH recently completed the survey of families who have received a Habitat homes during the past 22 years. Thirty-nine families returned complete responses, for a 56 percent return rate. Analysis of their responses found overall satisfaction with the Flatirons Habitat program. Families felt safer, healthier and were positive about their children's education, and adults felt positive about continuing their education. The majority also reported they had more disposable income. For a full survey results white paper please contact Jenny Ray – 303-447-3787 ext: 224. Another way we promote success of the program for the families is a required a 9-week homeownership class provided in conjunction with the Boulder County Housing Authority.

4. Evaluation. If you offered this program in the past year, provide a brief description of successes and challenges. What if any, changes will you implement to address this evaluation?

Our main challenge with the site development has been raising pre-construction funds to develop the complicated site. The Louisville Housing Authority donated .53 acres to FHFH in Louisville, Colorado, donation monetary value of \$130K. In April 2012, Flatirons Habitat made a request to the City of Louisville to extend the construction start date due to the significantly higher site development cost estimates associated with the project and thus allow more time to pursue additional funding opportunities.

This fiscal year we have built many partnerships with local government entities including City of Boulder, Boulder County, City of Jamestown, City of Louisville and the City and County of Broomfield. These government entities see FHFH as an asset in our community and a leader in affordable housing building, rehabilitation and critical home repairs. With this partnership FHFH is able to promote the need for affordable housing in our community.

5. Leadership:

- a) How many people serve on your Board of Directors and how many of these are Louisville Residents

Currently FHFH has 12 Board of Director members. We have two members that are Louisville residents and another member who works at Gaiam, Inc. in Louisville. The other 9 members are from other cities in our service area.

- b) How many staff does your organization employ and what is the full-time equivalent. Are any of your staff members Louisville residents?

Currently FHFH has 14 staff members. None of the staff has a residence in Louisville. We have 11 FTE members and 3 PTE. All the staff numbers include our ReStore staff.

- c) Does your organization utilize volunteers? If yes please provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Yes FHFH utilizes volunteers. On average we have 2,250 volunteers donate their time at our construction sites. At our ReStore Home Improvement and Thrift store in Broomfield we average 30 volunteers annually. On average our volunteers donate over 16,875 hours a year on building homes along side low-income families at our construction site and over 7,200 hours a year at our ReStore.

- d) Who will be responsible for the administration of the program or service?

FHFH staff is responsible for the administration of all our programs. Please see attached sheet for key staff biographies.

6. Please identify any other agencies that are currently providing similar services to the targeted population. Please describe any cooperative efforts between your agency and other agencies offering similar services.

Habitat for Humanity is the only organization providing homeownership opportunities to families with incomes between 25 – 60% of the AMI (Area Median Income) in Louisville.

FHFH collaborates with other human service agencies, non-profit agencies and various housing authorities serving communities within our service area such as Boulder Housing Partners, Boulder County Housing Authority, Boulder County CareConnect, A Precious Child, Community Holistic Health Center, Healthy Kids, Safehouse Progressive Alliance for Non Violence, Energy Smart, Thistle, Emergency Family Assistance Association, FISH of Broomfield, Community Food Shares, GRID Alternatives, Sister Carmen and Boulder County Social Services. In addition we partner with different groups in the faith community, childcare centers and public schools. FHFH collaborates with organizations such as Thrivent Financial for Lutherans through its Thrivent Builds program, receiving both volunteer and financial support. Community partners such as Medtronic, Wells Fargo, Plexus, Alliance Data and Epsilon. In-kind partners such as Lowe’s, Whirlpool, Kohler, Valspar and Hunter Douglas are considered valuable partners to our affiliate and their generous in-kind and cash donations provide sustainable funding.

7. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency’s need for funding.

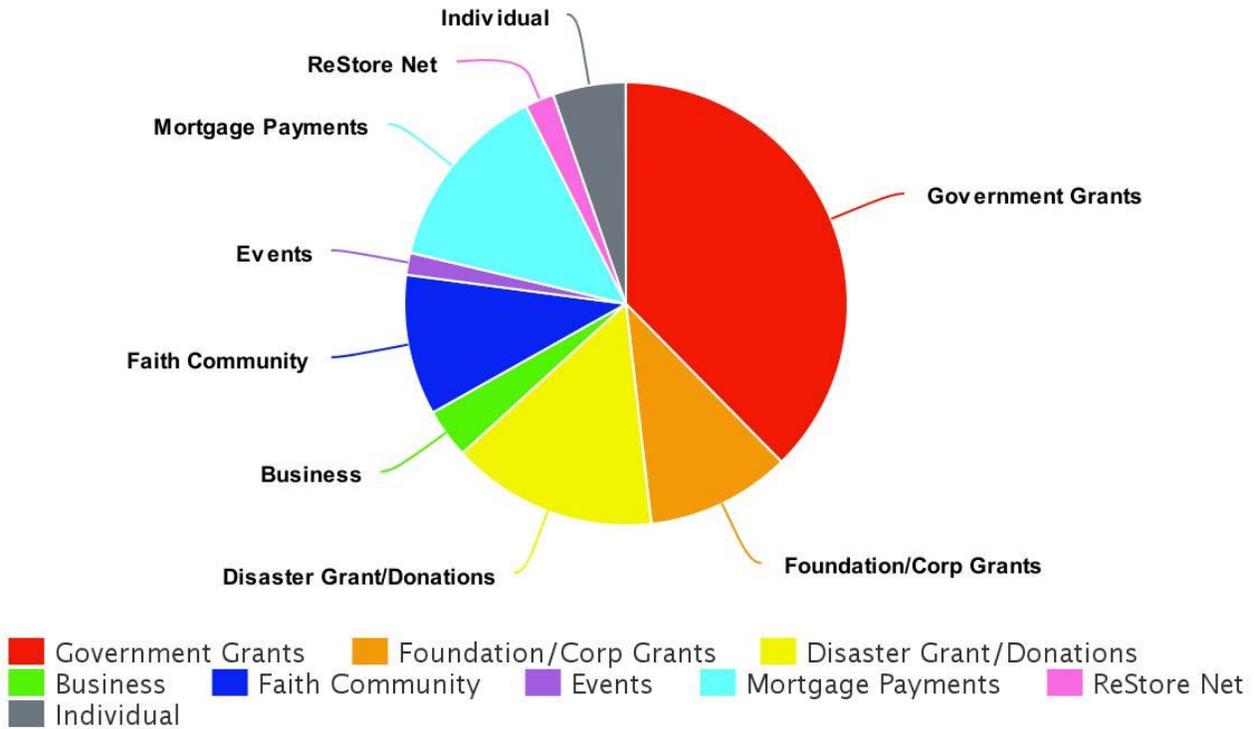
The City of Louisville has committed in-kind assistance towards the site development of the land using their public works department.

In January, 2016 FHFH worked with the Senior Design class (Civil Engineering) to do site concept plans for this property. Throughout the semester City staff and other resources worked with the students to help them understand the City’s process and inform their designs. From the plans submitted for review, two were selected to begin the community input and site review process with the City. As soon as funds are fully secured to undergo that process we will begin.

Please list all funding sources anticipated for fiscal year 2016 for the agency.

Source of Funding	Estimate/Requested funding amount	% of Total
Government Grants	\$750,000	36%
Foundation/Corp Grants	\$210,000	11%
Disaster Grants/Donations (Government grants/other)	\$300,000	14%
Team Builds/Business	\$71,956	5%
Faith Community	\$204,487	7%
Individual Contributions	\$106,125	9%
Events	\$32,000	2%
Mortgage payments	\$276,000	13%
ReStore net income	\$42,000	3%

Projected Sources of Income
July 1, 2016 - June 30, 2017



meta-chart.com

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Susan Lythgoe
Executive Director
303-447-3787 ext: 232
slythgoe@flatironshabitat.org

Nolan Rosall
President Board of Directors
303 -449-1534
nolanrosall@gmail.com

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

**Flatirons Habitat for Humanity
Current Board of Directors
Updated October 2015**



Nolan Rosall, *President*
616 14th Street
Boulder, CO 80302
Former Boulder City Planner
Term ends 2018
303-449-1543
nolanrosall@gmail.com

Peter Weber, *Vice President*
6318 Jay Road
Boulder, CO 80301
Coburn
Term ends 2018
303-905-7674
pweber@coburnpartners.com

Erin Hottovy, *Treasurer*
12280 Utica Street
Broomfield, CO 80020
Elevations Credit Union
Term Ends 2017
603-674-5966
erin.hottovy@gmail.com

Jeremy Syz, *Secretary*
3050 17th Street
Boulder, CO 80304
Holland & Hart LLP
Term ends 2018
303-473-2708
jpsyz@hollandhart.com

Pete Abel
821 Mt. Evans Court
Louisville, CO 80027
REMax Boulder
Term ends 2017
303-594-8319 (c)
303-441-5603 work
pete@peteabel.com

John Bosio
1375 Nissen Ct.
Broomfield, CO 80020
Restoration Specialists
Term ends 2018
303-456-2055
John@rsi-co.com

Rich Jortberg
3985 St. Petersburg St
Boulder, CO 80301
Commercial Real Estate Consultant
Term ends 2017
303-444-5026
rej@rjassociatesinc.com

Ross Holbrook
1050 Walnut Street, Site 500
Boulder, CO 80302
Crestone Capital
Term Ends 2017
303-442-4447
rholbrook@crestonecap.com

Paul Tarell, Jr
3021 5th Street
Boulder, CO 80304
Gaiam, Inc.
Term ends 2018
415-606-6334
ptarell@gmail.com

Anne Tengler
494 W. Spruce Street
Louisville, CO 80027
Center for ReSource Conservation
Term ends 2017
303-919-5847
amtengler@gmail.com

Each individual board member is elected to a 2 year term and may not be elected more than 4 terms.

Peter Vitale
1035 Pearl Street, 5th Floor
Boulder, CO 80302
Galvanize, Director of Development
Term Ends 2017
312-404-8356
petercvitale@gmail.com

John Woods, *Past President*
5581 Colt Drive
Longmont, CO 80503
Management Consultant
Term ends 2017
303-530-0459
john_woods@comcast.net



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Developmental Disabilities Center dba Imagine!
 Program Title or General Operating Case Management Emergency Funds
 Contact Person Patti Micklin Title Executive Director, Imagine! Foundation
 Address 1400 Dixon Avenue Lafayette, CO 80026
 Telephone 303 926-6443 E-Mail pmicklin@imaginecolorado.org
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin 7/1/2016 End 6/30/2018

	2017		2018
Grant Amount Requested for 2017 and/or 2018	\$ 1500.00	\$	1500.00

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

The mission of Imagine! is to create a world of opportunity for all abilities. This is a newly updated, more concise and memorable version of Imagine's! mission. Imagine's! guiding philosophy is that all individuals, regardless of ability or disability, have talents and strengths that make them vital members of their communities.

Imagine! was established in 1963 as a not-for-profit 501(c)(3) organization providing supports and services for individuals with intellectual and developmental disabilities (I/DD) – disabilities that result from neurological impairments such as Down syndrome or autism. The first community-initiated provider of services to this population in Colorado, Imagine! was founded by a group of parents who wanted their children, who had intellectual and developmental disabilities, to have the same opportunities as other children in their community.

Imagine! is one of 20 Community-Centered Boards responsible for the provision of services to all people with developmental delays (the term used up until age 3) or intellectual and developmental disabilities (I/DD) in the state. Its Service Coordinators and Case Managers have extensive, first-hand knowledge about this population's needs.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

Imagine! is requesting funding for its Case Management Emergency Funds for clients of all ages. A grant of \$1,500 in FY17 and FY18 will be used to assist individuals and families in Louisville in the event of an emergent or crisis situation when no other funding source is available.

Imagine!'s Case Management Emergency Fund provides strategic financial assistance to help clients meet urgent or extraordinary needs not covered by Medicaid or other funding sources. Clients or caregivers of clients experiencing emergent or crisis situations may request emergency assistance from Imagine!'s Case Managers. Program guidelines define such situations as; unexpected events that have a significant impact on the person's health, safety, or welfare or may pose a threat to the health, safety, or welfare of the individual if assistance is not available. Examples of approved expenses include short term housing costs, such as first month of rent and security deposit for clients at risk of homelessness, utility payments, behavioral/mental health services, extraordinary medical bills, caregiver respite care during times of upheaval, IV sedation for dental procedures, medication co-pays and home modifications for clients with decreasing mobility.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

Quantitative measures: For example, describe the overall population and geographic area

targeted for service, with more specific information about the population you expect to reach in Louisville.

Between July 1, 2015, and June 30, 2016, Imagine! provided \$156,620 in Case Management Emergency Funds to 143 individuals with intellectual and developmental disabilities, or their families, to avert a crisis. Grants totaling \$2,100 were provided to two individuals residing in Louisville.

- Qualitative measures: How will you measure the success of this program/activity?

Imagine! measures the impact of the program using surveys sent out 60 days following the receipt of funds to ensure feedback is relevant. Questions include the degree to which the financial support mitigated the crisis situation, enhanced the well-being and functionality of the individual with the disability and the individual's family, improved the individual's quality of life, and if the client had further unmet needs after the intervention.

Requests for emergency funds are to be made to the individual's Case Manager/Service Coordinator who will complete a request for funding, in writing, through Imagine!'s data system. Activities commence when a Case Manager submits a request for an emergency need. The crisis and need is reviewed against a set of criteria by two levels of management. Requests are prioritized on a first come-first serve basis.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

The Case Management Emergency Fund program continues to impact families in Louisville and beyond with the financial support needed during emergent or crisis situations. Survey information shows that Imagine!'s use of emergency funds in Louisville makes a significant difference in crisis situations affecting individuals with intellectual and developmental disabilities, and that other community and personal resources were exhausted prior to accessing emergency funds. Access to emergency funds provides a safety net to at-risk individuals and their families who care for them.

Imagine! considers the program a success because evaluation results show that the funding helps individuals and families address their most pressing need to avoid homelessness, hospitalization, or other potential outcomes far more costly to themselves and to the broader community.

Emergency situations are a growing challenge, as Imagine! is serving more individuals than ever before. While every effort is made to help clients receive support from all available sources, the reality is Imagine! is the safety net. In some instances, caregivers who could no longer cope with the demands of a family member with mental illness or behavioral needs have literally left that person on Imagine!'s doorstep. In times of extreme stress, when limited funding could help clients or their families maintain the wherewithal necessary to avoid homelessness, hospitalization, or other potential outcomes far more costly to themselves and to the broader community, Imagine! believes it is prudent to provide that limited funding.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?

One of Imagine!'s fourteen Board members (Joe Hansen) and four of the Imagine! Foundation's 20 Board members (Don Brown, Priscilla Slocum Lacy, Chris Mabbitt, Pete Madden and Justin McClure) reside in Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

Imagine! employs 309 people full-time and 371 people part-time, for a total of 310 FTEs. Twenty-one Imagine! staff members reside in Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

During Fiscal year 2016, 479 volunteers contributed a total of 12,158 hours to the organization. Volunteers served within 10 departments at Imagine! to provide direct and indirect support to individuals in services.

- Who will be responsible for the administration of the program or service?

Sarah Baglee, Director of Client Relations.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Imagine! acts as the single entry point into funding and services for persons and families in Boulder and Broomfield Counties when they learn that their loved one has an intellectual or developmental disability. Imagine! provides Care Coordination and helps people enroll in programs and services including residential, day, employment and behavioral supports. There are more than 280 providers we coordinate with for these services. Organizations in the community such as Sister Carmen Center or the O.U.R. Center do offer resources to low-income individuals in crisis situations. However, these resources are heavily utilized by community members who are not among Imagine!'s service population.

Imagine!'s Case Managers network both inside and outside of the organization to connect individuals with physical disabilities, mental illness, and/or behavioral needs to community resources and ensure that those resources are exhausted before requesting support from the Emergency Fund. Case Managers also work very closely with the Association for Community Living (ACL, the ARC Serving Boulder and Broomfield Counties), particularly in supporting individuals who may be waiting for more comprehensive State and Federally-funded services. In some cases, Imagine! is able to provide funds to resolve an immediate crisis but relies on the ACL for ongoing crisis prevention or mitigation.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Overall, Imagine's! Case Management Emergency Funds Program documented a 105% increase from 2014 to 2015 in emergency funding requests, to address housing and homelessness. That number has continued to rise over the last fiscal year by another 15% and is projected to rise as housing prices increase in Boulder and Broomfield counties. As a result, Imagine! has continually increased budgeted funds for this program, and community grants are an important component in ensuring the safety and well-being of those vulnerable community members.

Starting in 2014, Governor Hickenlooper recommended – and the State Legislature authorized – additional funding to remove 2,040 adults from the waiting list for services through the Support Living Services (SLS) Medicaid Waiver. Locally, Imagine! was authorized to enroll up to 299 additional individuals. Imagine! has now enrolled everyone eligible on the wait list into services.

While this is a positive direction, the available funding stream does not fully meet the increased need for financial assistance to help clients meet urgent or extraordinary needs not covered by other funding sources. Imagine!'s Case Management Emergency Fund program is unique in blending State, County, municipal, and private funds to help individuals and caregivers to pay for the services and supports that are most critical for their particular circumstances.

Imagine! appreciates the opportunity to share information about the Case Management Emergency Fund program with the City of Louisville. We hope that you will continue to support Imagine! and the individuals and families in Louisville who may need emergency funding with a generous grant of \$3,000 over the next 2 years.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

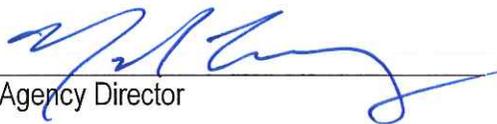
Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Boulder County Mil Levy	\$150,000	79.7%
Corporations, Foundations, Municipalities	\$15,000	8%
Broomfield County Funds	\$23,100	12.3%
Total	\$188,100	

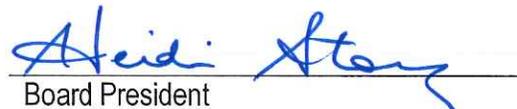
*Case Management Emergency Funds Program July 1, 2015 – June 30, 2016. This budget assumes that 125 individuals or families will receive grants of approximately \$1,500, depending on the complexity of their needs.

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature


Agency Director


Board President

703 665 7789
Telephone Number

720-217-8886
Telephone Number

emergency@imaginecolorado.org
E-Mail Address

hstorz@bensanpc.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.



Imagine! Board of Directors:

Heidi Storz (President), Benson Kerrane Storz & Nelson, Attorney at Law (Boulder resident)
Ken Curtis (President Elect), NetApp, Inc., Parent (Boulder resident)
Laura Koch (Treasurer), Accountant, Parent (Broomfield resident)
Mark Zentner (Secretary), Motorola, Parent (Longmont resident)

Ron Alford, Northrop Grumman, Parent (Broomfield resident)
Bella Auger-Larsen, Longmont Humane Society, Consumer (Boulder resident)
Whitney P. Blair, Wells Fargo Wealth Management (Austin, TX, resident)
Cathy Bodine, Department of Bioengineering, University of Colorado (Denver resident)
Scott Doyen, Monarch High School (Boulder resident)
John Frisbie, Robert W. Baird & Co. (Broomfield resident)
Joe Hansen, Safeway, Consumer (Louisville resident)
Charles Wellman, Frasier Meadows Retirement Community (Westminster resident)

Imagine! Foundation Board of Directors:

Charles E. Holmes (President), President-Boulder, Centennial Bank (Boulder resident)
Don Brown (Vice-President), Principal, Optimal Blue Secondary Services (Louisville resident)
Sandy Brown (Treasurer), Owner, Whimsy Farm (Boulder resident)
Beverly C. Shaw (Secretary), Boulder Community Hospital, Retired (Arvada resident)

Richard C. Ackerman, Broker Associate, RE/MAX of Boulder (Boulder resident)
Gale Boonstra, Retired mortgage banker (Erie resident)
Robert F. Charles, Jr. (Founder, Emeritus), President, B & J Enterprises (Boulder resident)
Kathy Coyne (Emeritus), Nonprofit Consultant (Boulder resident)
Pat Daly, Vice President, Sunflower Bank (Erie resident)
Katie Hawkins, Recruiter, Alpine Management Group (Longmont resident)
George M. Karakehian (Emeritus), Owner, Art Source International (Boulder resident)
Priscilla Slocum Lacy, Communications Consultant (Louisville resident)
Christopher Mabbitt, Owner/President, BC Interiors (Louisville resident)
Pete Madden, Vice President Commodity Management and Logistics, Seagate (Louisville resident)
Justin McClure, Project Manager, Risk Management Consulting Services (Louisville resident)
John R. Mehaffy (Emeritus), Attorney at Law, Retired (Longmont resident)
Rick W. Nelson, Regional Private Banking Manager, Wells Fargo (Boulder resident)
Jana Petersen, Administrative Services Director (Lafayette resident)
Walt Pounds, Technology Consultant (Boulder resident)
Leona Stoecker (Emeritus), Membership Director, Longmont Area Economic Council (Longmont resident)



July 29, 2016

City of Louisville
Kevin Watson
Director of Finance
749 Main Street
Louisville, CO 80027

Dear Mr. Watson:

On behalf of Impact on Education, I am pleased to submit the enclosed proposal to the City of Louisville.. We respectfully request \$3,000 to support Impact on Education’s Opportunity Fund. As a non-profit agency that does not receive any public funding, Impact on Education relies upon donors like the City of Louisville for our support. Funding will be used to support students attending Louisville schools.

Impact on Education is an independent, 501(c) (3) organization, and the only organization – other than the Boulder Valley School District (BVSD) – that serves the entire BVSD student body of over 29,000 students in 55 schools in the cities of Boulder, Broomfield, Lafayette, Louisville, and Superior, as well as mountain communities. Our three focus areas are creating opportunities for “at-risk” students; increasing student interest and achievement in science, technology and math; and promoting and developing and rewarding teacher excellence.

BVSD has the widest achievement gap between Hispanic and white students in Colorado. Statewide test scores show wide gaps for Latino students, English-language learners and students receiving meal assistance. This disparity is reflected in BVSD’s graduation rates of 78% for Latino students; 65% for English-language learners; 74% for students receiving meal assistance and over 94% for white students. Consequently, Impact on Education focuses the majority of our resources on programs to help address inequities and improve learning for disadvantaged students.

The Opportunity Fund allows BVSD students to access academic, extracurricular and enrichment opportunities that require participation fees, regardless of their family’s economic circumstances or the school they attend. To help schools address financial challenges, we have allocated \$75,000 in 2016-2017 to cover expenses such as field trips, bus passes, class fees, graphing calculators, planners and music instrument rentals.

If you have questions or would like to learn more, please feel free to contact me at 303-524-3865 x2 or fran@impactoneducation.org.

Thank you in advance for your consideration and support.

Sincerely,

A handwritten signature in black ink that reads "Fran Ryan". The signature is written in a cursive, flowing style.

Fran Ryan, CEO
Impact on Education



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>Impact on Education</u>		
Program Title	<u>Opportunity Fund</u>		
Contact Person	<u>Fran Ryan</u>	Title	<u>CEO</u>
Address	<u>721 Front Street, Suite A, Louisville, CO 80027</u>		
Telephone	<u>303-524-3865</u>	E-Mail	<u>fran@impactoneducation.org</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	In Process <input type="checkbox"/>
Program Duration (if applicable)	Begin <u>8/15/2016</u>	End	<u>5/31/2017</u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>3,000</u>	\$	<u>3,000</u>

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

The mission of Impact on Education is to leverage community resources to increase student learning, equity, innovation and community engagement in and support for public education in Boulder Valley.

IMPACT ON EDUCATION goals are:

1. Increase individuals, corporations, foundations and community stakeholder investments in IOE programs, and be accountable to these stakeholders by reporting our measured impact (our results) in BVSD education gains.
2. Work with educators and other partnerships to develop and advance student programs that empower students to increase learning quality in science, technology, and math.
3. Collaborate with public education to increase access to programs for at-risk students and acquire community endorsement and support of our approaches and gains and/or adjust our programs accordingly.
4. Work with educators to acquire, deliver and effectively implement needed resources to public school teachers and infrastructure that are otherwise not within scope of nominal BVSD operating budgets, yet are vital to increasing quality of education within our public education infrastructure, as guided by each IOE program (see below) objective.
5. Be vocal community and state advocates of the public education methods, opportunities, and gains. Promote, develop, and reward excellent teachers.
6. Examine and refine our own processes to ensure our efforts continue to be salient to Boulder Valley School District needs.
7. Insure our delivered capabilities, resources and tools are safe for all students.

CURRENT PROGRAMS

STUDENT PROGRAMS

Crayons to Calculators (C2C) – A collaboration among Impact on Education, other area non-profits. Impact on Education serves as the coordinator and fiduciary, engaging the community to provide 8500 backpacks of school supplies to students in need in Boulder County.

Opportunity Fund – This program allows BVSD students to access academic, extracurricular and enrichment opportunities that require participation fees, regardless of their family’s economic circumstances or the school they attend. To help schools address mounting financial challenges, we provide funding to cover expenses such as field trips, bus passes, class fees, graphing calculators, planners and music instrument rentals.

Scholarships

IMPACT ON EDUCATION administers and awards the following scholarships: Boulder County Latina Women’s League Scholarship, Boulder High School Links Scholarship, Gould-Foothill Scholarship, Independent Order of Odd Fellows, Rick Sinner Scholarship, Sally Smyth Scholarship, Dennie & Donna Wise Scholarship

TEACHER PROGRAMS

Classroom Innovation Grant (CIG) - Formerly known as the Classroom Mini-grant (CMG), the CIG effort is designed to focus on instructional innovation as the cornerstone of the program. The Classroom Innovation Grant program will focus on funding instructional innovation in: technology, sustainability, science, math & other content areas.

Teacher Excellence - We support and motivate teacher excellence through our Impact Awards program which annually honors five outstanding educators at our Impact Awards dinner; by funding classroom

projects through our Classroom Innovation Grants program and through supporting teachers who complete the National Board Certification program, a rigorous program backed by research that indicates a substantial impact on improved student achievement.

Impact on Education uses demographic information provided by the Boulder Valley School District to determine programs to provide to the students in the District.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

Funding will support the Opportunity Fund for students in Louisville schools. In 2015-2016 school year, Impact on Education awarded \$7,066 from the Opportunity Fund to schools located in Louisville.

Opportunity Fund Goal: The Impact Opportunity Fund was created to 1) decrease the economic barriers that prevent students from participation and 2) improve student motivation, engagement and success through increased access to academic and extracurricular activities.

Criteria

- Impact Opportunity Funds are to be made available to individual students for a specific purpose; the Impact Opportunity Fund is not intended to subsidize all students in a program or class.
- Students do NOT have to qualify for the Federal Lunch Assistance Program.
- Opportunity Funds are to be used for expenses such as those listed below and are at the discretion of the Principal of each school.

Acceptable Expense Categories

- **Academic Support** Tutoring, Exam fees, other Class fees
- **School Supplies** Basic supplies (pencils, notebooks, etc.), science fair, calculators, musical instruments, art
- **Field Trips** Day trips, Overnight trips
- **Extracurricular Activity/Participation** Athletic expenses & fees, Graduation-related , Yearbooks, School photos, Club fees
- **Transportation** Non-field trip-related, bus passes
- **Health Related** Avoid expense that might otherwise be covered by other community resources

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

Funding will support the Opportunity Fund in Louisville schools. We use statistics provided by the Boulder Valley School District including the number of students using the Free and Reduced Lunch program.

This program was created in 2004 to reduce the economic barriers that negatively affect the educational experiences of students who live in poverty. The program annually supports over 5,000 students. For many of these students and their parents, education related expenses – such as field trips, class fees, musical instrument rentals, bus passes, yearbooks, athletic equipment, eye glasses, class planners, student/class pictures, graduation cap and gowns – are prohibitive. Without financial assistance, many students would not access academic opportunities and participate in extracurricular activities that enable

and enrich their educational experiences.

Especially true for younger students, field trips and hands-on activities help them ‘connect the dots’ and discover interests and abilities. In middle and high school, research shows that students are highly motivated by interests and activities. Many of them keep up with their learning because it is required for participation in sports and clubs. Without such a “hook”— especially for kids lacking a culture of education in their homes—a large number of kids are not likely to learn, succeed and graduate.

There are currently nearly 5,000 students in BVSD who participated in the Federal Lunch Assistance (FRL) program, receiving free or reduced price lunch (accounting for 18% of the BVSD student population), of which over 85% are from Hispanic families. With the economic downturn, it is expected that not only will more students qualify for FRL, but the number of students whose families cannot meet these additional school-related expenses will greatly increase as well.

Impact on Education is increasing its focus on the Opportunity Fund. The Fund lowers the economic barriers to success.

Each year, Impact on Education allocates funds to each school in the BVSD based on the number of students enrolled in the FRL program. Each school receives funding from Impact on Education at the beginning of the school to support each school’s Opportunity Fund. Principals use funds as needed and within the defined categories to support students in their school.

- Qualitative measures: How will you measure the success of this program/activity?

Please see the attached 2015-2016 summary of the Opportunity Fund.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

This program is highly successful and provides much needed assistance to students in Louisville. The program will not change in 2016 -2017.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?

27 board members

3 board members reside in Louisville

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

3 FTE

Fran Ryan, CEO Impact on Education, lives in Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

IMPACT ON EDUCATION relies heavily on generous donations of time, talent and funds from community members, foundations and corporations. Sponsors who participate by donation are able to showcase their work or business and provide pivotal influence in the direction of education within the BVSD, helping students, teachers and citizens towards a stronger Boulder Valley economic community.

Over 75 percent of IMPACT ON EDUCATION's budget goes directly into our programs to deliver increased quality and access to higher quality education for our BVSD students. We are able to produce results thanks to the generous efforts of hundreds of volunteers who evaluate and score teacher grants, plan fund-raising events, assemble backpacks, supplement staff skills, and work directly with at-risk students and/or students in high-needs schools.

Specifically, Impact on Education utilizes several hundred volunteers each year:

- Board Members and Program Oversight Committees: 40 volunteers
- Fundraising & Outreach Events: 40 volunteers
- Grant Evaluation & Scoring: 200 volunteers
- C2C Backpack Stuffing: 250 volunteers
- In-school program volunteers: 55 volunteers
- Technical support, Website Hosting & Creative Services: 10 volunteers

- Who will be responsible for the administration of the program or service?

Fran Ryan, CEO, oversees all Impact on Education programs and services.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Impact on Education is the only organization – other than the Boulder Valley School District (BVSD) – that serves the entire BVSD student body of over 29,000 students in 55 schools in the cities of Boulder, Broomfield, Lafayette, Louisville, and Superior, as well as mountain communities.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Opportunity Fund Budget

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Event – Razzle Dazzle Individuals	20,000	26
Event – Razzle Dazzle Sponsorships	25,000	32
Government	4,000	6
Foundations	20,000	26
Corporate	5,000	7
Individuals	2,000	3
Total	76,000	100

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Fran Ryan
Agency Director

303-524-3865
Telephone Number

fran@impactoneducation.org
E-Mail Address

Signature

Blake Peterson

Blake Peterson
Board President

(303) 365-3892
Telephone Number

PETERSON@citywidebanks.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.



Impact on Education

2016 - 2017 Board of Directors

Jerry Lee Anderson, Trustee, Monarch High School Principal
Heather Balsler, Past Chair, City of Louisville
Tobey Bassoff, Trustee, Ryan Elem. Principal
Arlene Brown, University of Colorado
Kent Cruger, Trustee, Bear Creek Elementary School Principal
Greg Evans, Trustee, Millstone Evans Group of Raymond James
Matthew Fargo, Treasurer, Kurtz Fargo
Adam Fels, Trustee, Nederland Mid/Senior High Principal
Sheryl Fosburgh, Community Volunteer
Tracy Halgren, Community Volunteer
Suzanne Hoover, Trustee, Community Volunteer
Lynne Jones, Trustee, Community Volunteer
Chris Keating, Trustee, Trimble
David Kendall, Trustee, KKO
Midge Korczak, Trustee, Community Volunteer
Frank Lee, Board Member, Community Volunteer
Liles Lipe, Trustee, First Western Trust
Ester Quintana Matheson, Trustee, Community Volunteer
Bruce Messinger, Trustee Ex-Officio, BVSD Superintendent
Tina Mueh, Trustee, BVEA
Scott Nichols, Trustee, All Phases Event Group
Gina Nocera, Trustee, Jared Polis Foundation
Blake Peterson, Chair, President, Citywide Banks
Chuck Sisk, Hurth, Sisk & Blakemore
Jill Stravolemos, Trustee, Daily Camera
Dan Vorlage, Trustee, Microstar Kegs
Cindy Ward, Trustee, JVA, Inc.
Star Waring, Trustee, Dietze Davis
Samara Williams, Principal Emerald Elementary School
Kelly Wyatt, Trustee, Community Volunteer

Principal Narratives

"We have 2 students who lost their father to a battle with cancer this year. The students' mother is not a part of their lives and the students had to transition to a new home with relatives with whom they did not have much previous interaction. The impact on Opportunity Fund allowed us to fund the boys Life Long Learning summer camp participation, as well as help the family with fees and field trips."

--Melisa Potes, Principal, Monarch K-8

"One of the most life-changing opportunities was made possible from the Opportunity Fund. We had a student this year who was homeless. He and his family had no food or safe place to live. They moved from couch to couch and did not know if they would have food that day. The Centaurus student was working 2 jobs to help support his family, and he was desperate to try to stay in school. He lived too far from school to walk and because he was working 2 jobs, he wasn't able to catch the school bus. Centaurus counselors created a high school schedule for him that allowed him to continue to work so that he would not drop out of school, and the Opportunity Fund paid for his monthly RTD bus pass so that he got to school. For some people, this may not seem like a big difference, but for the student working 2 jobs, supporting his family, and wanting to graduate, this changed his life."

--Rhonda Haniford, Principal, Centaurus High School

"A student, whose mother works for BVSD, won our local Skills USA competition representing the computer technology pathway. He was invited to compete at the state level, but could not afford the required, specific dress shoes. This is the first state-level recognition for this student. We purchased the shoes for him so he could compete at the state level."

--Kady Haisley, Assistant Principal, Arapahoe Campus

"One of our middle level students lives in poverty. His home life is especially challenging and, historically, has had a pattern of shutting down each December. This year, Impact on Education not only funded his trip to Orchestra Camp, but also supported incentives for remaining engaged in the classroom. As a result, he had an unbelievably successful year, smiled more than I've ever seen him smile, and was truly a part of our community. Yay, Impact!"

--Tracy Stegall, Principal, Aspen Creek K-8

"We had a father and his son who were homeless. Through the Impact fund, FRS, and through various community and personal donations, we were able to get him into his own apartment. During the school year, we were able to pay for bus passes, field trips and other school related expenses out of the Impact fund so that the student didn't miss out on anything."

--Francine Eufemia, Principal, Creekside Elementary

*\$76,408 was distributed this year. \$101 was given to a school, but they did not turn in a report leaving \$76,307 in reported funds. \$758 was not spent and will be carried over, therefore **\$75,549** was reported for the 2015-16 Opportunity Fund.

For Next Year

- Halcyon School is ineligible for funds next year – they did not turn in their report
- 2 schools have elected to opt out of the next Opportunity Fund cycle: Southern Hills, and Bear Creek.
- Schools still need help understanding how to fill out the data page of the year end report; these schools report total expense paid by their school for categories rather than just Impact fund expenditures.
- Schools would like a copy of the report after they fill it out for their records. Possibly a PRINT option/different type of survey
- Schools do not all submit online, making it a hassle to submit their written report onto the SurveyMonkey website



August 10, 2016

Kevin Watson
Director of Finance
City of Louisville
749 Main Street
Louisville, CO 80027

Dear Mr. Watson and Grant Committee Members,

All of us at Intercambio wish to express our gratitude to the City of Louisville for your generous support last year of \$500. Your support has helped us work toward our vision of communities where people **communicate, connect, and succeed**. Thank you!

As we celebrate our 15th year, we are excited to be able to apply for support again. This year, we respectfully request \$2,000 to support immigrants in Louisville in 2017 and 2018 with affordable in-home and group English language classes and Life Skills education.

As a 12-year Louisville resident, I know how much our community values connection and inclusiveness. I hope you will join us as a partner for the next two years as we work to **strengthen families in Louisville** through adult education. Enclosed please find our 2017 – 2018 grant application and attachments.

Thank you, again, for the opportunity to apply for funding. We are proud to have you as a member of the Intercambio family! If you have any questions or need anything else, please contact me at Erika@intercambio.org or 303-996-0275 X104.

Sincerely,

A handwritten signature in black ink that reads "Erika Carlson". The signature is fluid and cursive, written over a light blue horizontal line.

Erika Carlson
Grants Manager



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Intercambio Uniting Communities
 Program Title or General Operating English Language Skills for Adult Louisville Residents
 Contact Person Erika Carlson Title Grants Manager
 Address 4735 Walnut Ave, Suite B Boulder CO 80301
 Telephone 303-996-0275 E-Mail grants@intercambio.org
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin _____ End _____

	2017		2018
Grant Amount Requested for 2017 and/or 2018	\$ <u>1,000</u>	\$	<u>1,000</u>

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Intercambio's mission is to improve immigrant lives through English education, and unite communities across cultures. Since 2001, Intercambio has provided affordable, in-home and group English language classes and Life Skills education to more than 10,000 adult immigrants in Boulder County. We have trained and supported more than 4,700 local volunteer teachers, who are integral to our ability to provide high quality services at low cost. Our monthly intercultural events bring together thousands of diverse individuals each year to bridge cultural divides and build social capital. "The degree to which a person can communicate in English influences employment status, and once employed, his or her ability to find full-time, year-round employment." (Day & Shin, Population Division, U.S. Census Bureau, April 2, 2005) The US Census Bureau estimates that 16,000 Boulder County residents speak English less than "very well;" (American Community Survey 2014) Intercambio serves about 1,000 immigrants per year in Boulder County, last year 34 were Louisville residents.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

To empower vulnerable immigrant families to survive and thrive in their new home, Intercambio provides the tools people need to better communicate in English, develop cultural skills, and cultivate connections to the wider community. Intercambio customized six-level curriculum addresses skills such as pre and early literacy, financial literacy, employment and job search preparation, day-to-day cultural skills, housing, health, transportation, laws & police, and participating in the school system. Affordable classes for Louisville residents are held in schools, community centers, local libraries and in student's homes.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures:

This grant would fund classes for Louisville residents, no matter where they attend classes. The majority of Louisville students are women, and most have children living at home. Most students across Boulder County (94% in 2014) report "very low income" levels, which is less than \$48,000 for a family of four. Students come from across the world, including Mexico, Spain, Russia, India, El Salvador, and Algeria.

- Qualitative measures:

We use pre and post assessment questionnaires to assess our student's personal goals and evaluate qualitative improvements for their life skills and communication skills. These changes have a direct and significant impact on both our local economy and for our student's personal lives.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

Our students can communicate better at work, participate more in their children's schools, and make better usage of the medical health system without need for interpreters. In 2015/16, 34 Louisville residents attended classes with Intercambio. Last year, ten Louisville residents reported getting a job or earning a raise or promotion after attending classes. Ten reported improved communication with doctors, and 9 were more involved in their children's educations. In addition, we see dramatic improvements in our students' capacity to manage everyday life. 92% of students reported being confident handling emergency situations, when only ¼ were when they entered classes. Nearly all reported being able to have a simple English conversation, and all reported having English speaking friends and being able to have interactions in the community in English.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- How many people serve on your Board of Directors and how many of these are Louisville residents?

Intercambio is governed by an experienced and involved Board of Directors. Six of 15 Board Members are people of diverse ethnic and cultural backgrounds, but none are currently Louisville residents.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

Intercambio employs 9 full time and 8 part time staff for a total of 14 FTE positions. Two staff members live in Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Intercambio's model is unique in training and supporting volunteer English teachers to support immigrants in need of English language and US-specific life skills instruction. These volunteers provide students with a friend who cares about their success. They offer insights into U.S. culture, and often times build friendships outside of class. This exchange eliminates the root causes of discrimination by increasing cultural awareness and understanding.

Intercambio is fortunate to have hundreds of committed volunteers, some of whom are former Intercambio students, many of whom have been with us for years. More than 375 community members volunteer as English teachers, contributing more than 33,000 volunteer hours annually. Volunteers assist with administrative duties, public speaking, events, and outreach. Dozens of college student interns also gain valuable nonprofit training and help to keep overhead costs down.

- Who will be responsible for the administration of the program or service?

Intercambio's Louisville students are overseen by our East Boulder County program office, based in the Lafayette Public Library, and managed by Karina Javier-Jensen.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Intercambio collaborates with 30+ organizations that also serve immigrant populations to share resources and to avoid duplication of services. We receive client referrals and hold English classes at both the Boulder and St. Vrain Valley School Districts, Boulder Housing Partners, Casa de la Esperanza, public libraries in Louisville, Boulder, Longmont, Lafayette, and Broomfield, YMCAs of Lafayette, Longmont and Boulder, Longmont Senior Center and Youth Center, Sister Carmen Community Center, United Methodist Church, Family Resource Center, and Front Range Community College.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Integrated in our English program is information about employment, transportation, financial management, medical and social services, and the public school system. When immigrants learn these practical skills, our economy as a whole benefits, most notably by reducing costs for translation and interpretation services. Demand for our classes in Louisville is growing – in 2015 28 Louisville residents attended 52 Intercambio classes, but already in 2016 we have supported 34 Louisville residents with 57 classes. Our per student cost is \$250, meaning we are paying more than \$8,000 per year to serve Louisville residents. Already this year we have provided \$170 in scholarships to Louisville residents – either unable to pay or those with perfect attendance in the previous term.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Local Government Grants	\$250,000	12%
Foundations	\$325,000	16%
Businesses	\$65,000	3%
Fundraising Events	\$110,000	5%
Individual Donors	\$700,000	34%
Student Fees	\$80,000	4%
National Program Curriculum Sales	\$500,000	25%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Lee Shainis
Agency Director

303-996-0275
Telephone Number

lee@intercambio.org
E-Mail Address

Signature



Jane McConnell
Board President

303-887-9547
Telephone Number

mcconnelljane@me.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.



INTERCAMBIO BOARD of DIRECTORS - 2016-2017

Name/City of Residence	Title / Employer	Date Joined Board	Term Expires
Sangwon Virginia Dutkin - Niwot	HR manager - Fresca Foods	7/1/2014	6/30/2017
Jim Hooton - Boulder	CEO Vertiba	7/9/2013	7/9/2019
Maud Huey-Kenyon - Boulder	Psychotherapist	9/1/2011	9/1/2017
Dan Thomas - Nederland	Retired Finance Executive	12/1/2010	12/1/2016
Jane McConnell (Chair) - Boulder	Philanthropist	9/11/2012	9/11/2018
Liesl Leary - Boulder	Marketing & Corporate Philanthropy-Americas SDL	7/9/2013	7/9/2019
Nicole Murad-Rothstein (Secretary) - Boulder	Immigration Attorney	7/9/2013	7/9/2016
Lizette Peña - Boulder	Peña Consulting, Inc. CPA	1/1/2011	1/1/2017
Betsy Stroomer - Lafayette	Director/ Lafayette Public Library	7/1/2014	6/30/2017
Reyes Jorge Ramirez Calderon - Longmont	Longmont YMCA	7/1/2014	6/30/2017
John Ricotta (Treasurer)- Arvada	Vice President-First Bank	7/9/2013	7/9/2019
Scot Smith - Longmont	Founder/Principal, The Colorado Group, Inc.	9/11/2012	9/11/2018
Carmela Weber - Boulder	Principal/Falletti Weber Consulting Group	7/1/2014	6/30/2017
Stephanie Wilson - Lafayette	Social Venture Partners	7/1/2014	6/30/2017
Matt McKinney - Longmont	Attorney, Kendall, Koenig & Oelsner, PC	7/1/2015	6/30/2018
Sandy Younghans - Boulder	Attorney & Philanthropist	7/1/2014	6/30/2017

Lee Shainis, Co-Founder and Executive Director (Co-founded Intercambio in 2000)

Lee's unique experience and passion for English education, social entrepreneurship, and immigrant integration are transforming the world of adult education nationally. Since co-founding Intercambio in 2001, he has led the organization to develop an award-winning model that improves immigrant lives and unites communities through English education and events that focus on building life skills, confidence, and cross-cultural friendships.

Lee's prior experience includes developing a volunteer program at a psychiatric treatment center, supervising an after-school program, mentoring developmentally challenged individuals, and facilitating writing workshops for prison inmates. Lee has a BA in Business Administration from the University of Michigan and studied Spanish in Costa Rica.

Kristine Edwards, Director of Development and Operations (Joined Intercambio in 2011)

Kristine's passion for adventure and new cultures led her to live in Spain, teach in Honduras, and volunteer with tsunami relief in Thailand. She moved to Boulder in 2006, working in marketing for Asia Transpacific Journeys. Since joining Intercambio in 2011, Kristine helped to rebrand the organization and enhance the overall marketing. She has developed new websites, created a wide range of marketing materials, improved the customer relation management systems, and expanded the individual and corporate donor base. She holds a BA in International Business and Spanish minor from Mercyhurst University and has a certificate in Fundraising Management from Indiana University.

Rachel Fuchs, Director of Programs (Joined Intercambio in 2008)

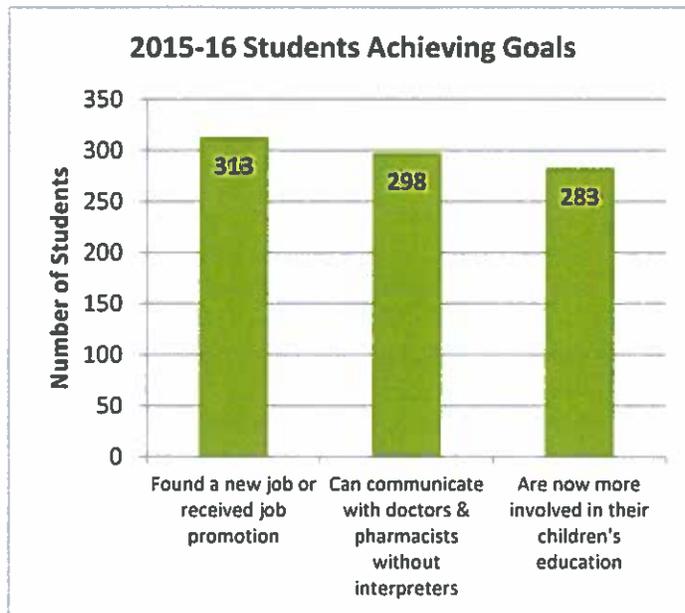
Rachel is a Boulder native with experience in adult English education in both formal and non-formal settings in the U.S. and abroad. Before joining Intercambio, Rachel served as a Peace Corps Volunteer in Costa Rica with the Community Economic Development program. In Costa Rica, she taught English for youth and adults at the beginning level. Rachel studied Economics and Public Policy at The University of Chicago where she was also involved in local community issues facing immigrants. She is currently pursuing her MA in Public Administration at University of Colorado Denver.

Karina Javier-Jensen, Program Manager, East Boulder County (Joined Intercambio in 2014)

Karina is a native of Guatemala and holds a law degree from Universidad Mariano Galvez in Guatemala City. For four years, she worked in Guatemala with USAID addressing vital human rights issues such as domestic violence, immigration law, and anti-corruption efforts. She also spent seven years with the International Labor Organization of the United Nations fighting against child labor and human trafficking. Karina went on to further studies in strategic relationships and helped promote education in vulnerable indigenous communities of the Guatemalan highlands.

Evaluation Summary

Intercambio measures students' ability to meet **specific, measurable, and critical** goals that directly affect their and their families' lives. In addition, we collect students' self-reports of their communication and life skills. This year we are adding new measures, including extensive surveys of current and former students.



Goal Achievement More than 300 Intercambio students who were assessed last year reported earning a new job, promotion or pay raise. Nearly 300 could better communicate with medical professionals without an interpreter, and 283 reported becoming more involved with their children's education after taking classes.

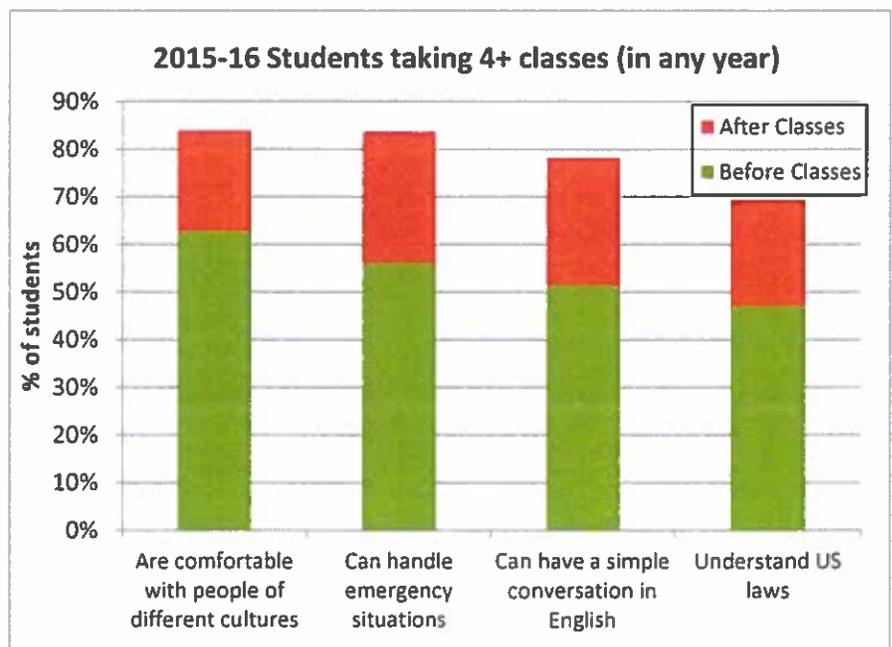
Life Skills Improvements Just under half of students understood US laws when beginning with class, almost two-thirds felt they understood US laws after at least one class. Three-quarters said they could have a simple conversation in English, when only half felt able to before Intercambio classes. Looking at students who have taken 4 or more classes in their lifetimes, we see even more dramatic life skill improvement (see chart below).

Most importantly, nearly all students reported feeling that **Boulder County was a welcoming place** to immigrants, as compared to less than half of people surveyed by the Boulder Community Foundation last year.

New Evaluation Measures

Through the next year, we will be evaluating students' lifetime attendance and reasons for leaving classes. We are collecting new data from students, and surveying hundreds of former and current students.

Learning English is difficult, and adult learners tend to attend on and off, depending on their needs and life situation.



Class Completion Data Looking at any one year, our students on average complete 1.5 terms of classes (out of four offered). Just over half of our students return for classes year after year. On average, students complete 5 classes in their lifetimes.

Five classes represents 2.5 levels of our curriculum and a significant level of English language skill. If a student begins at level one and moves to level 3B over several years, this is a move from virtually no English to a basic conversational / English literacy level. For students beginning with some English skills, 2.5 levels can develop even more grammar, pronunciation, literacy, and conversational skills.

2016-19 Strategic Plan This plan focuses our efforts on increasing lifetime terms of our students by improving intake procedures, assessment of student needs, and student support services.

All our evaluation protocols help us to assess how our classes are affecting the lives of immigrants and families. All students begin with an initial pre-assessment to learn reasons for taking English and to help students to set learning goals. To determine English language skill level and recommended class enrollment level, an oral and written quiz is given at the beginning of the term.

After each class, teachers assess their students' comprehension of the material to recommend which level they should take next. We conduct post-assessments annually to measure student goal achievement. As we continue to strengthen our evaluation systems we will be able to improve programming to better support students to achieve their goals.



The best way to learn how Intercambio affects the community is to hear it directly from our students, in their own voices, in English! Students told us this year:



"I definitely feel very confident speaking out to my friends in English. And I feel I don't have to think in Spanish anymore in order to say it in English. I feel very happy and proud of myself." - Sandra Manzo

"Now I am more confident with vocabulary and pronunciation, and also with the local culture and slang. I feel more self-confident in having friendships." - Francesca Schioppo

"I can help my son with his homework and I feel comfortable with talking to his teachers." - Jin Ho Cho

"I can do all my bank affairs, I really can get an appointment and go to the doctor. Intercambio is awesome!" - Parichehr Hosseini



Intercambio envisions communities where all people communicate, connect and succeed.

Our mission is to improve immigrant lives through English education, and unite communities across cultures.

With my family, I have lived in seven different countries and have experienced the challenges of adapting to different cultures, even English-speaking ones. In a foreign country, you have to struggle every day to get by, even when you have friendly, helpful neighbors. There is so much to learn--banking, driving, getting the kids to school, trying out new foods, dealing with doctors and so on. Intercambio is like a family. While they help people learn English, they also give practical advice and help to integrate their students into the American culture. I am proud to volunteer for this wonderful organization.

Claire Floyd, Louisville resident and Intercambio volunteer since 2013

I came to this country from Nepal seven years ago. I decided to study English with Intercambio because I want to improve my English and also I want to take the GED. I have a private teacher who is helping to improve my English and my writing. I appreciate the teacher and Intercambio very much.

Arati Chitrakar, Louisville resident and Intercambio student since 2011

GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
Kevin Watson
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749 Main Street
Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Louisville Community Food Bank
 Program Title or General Operating Louisville Methodist Church
 Contact Person Kim Echols Title CO-Chair
 Address 1025 Front Street Louisville CO 80027
 Telephone 303 356 0202 E-Mail kechols558@comcast.net
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin On going End _____

Grant Amount Requested for **2017** and/or **2018**
 \$ 800.00 \$ 800.00

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?
We operate a food pantry as a supplemental food source for needy families in the 80027 zip code.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.
We are open 2 mornings a week from 9 AM to noon for walk-in shoppers that can select food items for their families that meet and assist with their nutritional and dietary needs.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:
 - **Quantitative measures:** For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.
We average 170-200 visits to the pantry per month and serve a meal once a month at Lydia Morgan for those residents and their guests.
 - **Qualitative measures:** How will you measure the success of this program/activity?
Countless volunteers, along with tremendous community involvement allows us to continue to be extremely successful in aiding the less fortunate in our area.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?
We continue to provide nutrition and personal hygiene products to the less fortunate and still deliver 60 food baskets quarterly to shut in seniors. That in itself is a huge success.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents? *6 - all Louisville Residents*

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents? *No paid staff
All Volunteer*

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year. *Sorting, merchandising and stocking food items. 2000-2500 hrs/yr.*

- Who will be responsible for the administration of the program or service?

*Cochairs Kim Echols
Jay Holloway*

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Our food pantry is the only known one in the 80527 zip code

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Please again consider our request. Our on-going Community project helps so many needy families in Louisville. The holidays offer additional needs and we do a toy drive each year for needy children via suggestions from local churches, schools, the police, and fire department. Thank you so much!

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
9 cares Colorado Shares	500.00	varies
+ case food		
Past Fire Chiefs Food Drive	500.00	
Anonymous GFB	TBD	TBD
	500 - 750	

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature



Agency Director



Board President

303-356-0202

303-666-8812

Telephone Number

Telephone Number

kechols558@comcast.net

E-Mail Address

jay-holloway@msn.com

E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

LUMC Church Council Positions – 2016

Council Chair	
Recording Secretary	Jessica Mackaro
Lay Leader	DJ Guildner
Pastor & Nominations Chair	Pastor Dave Christensen
Lay Member to Annual Conference	Donna Spearman
Lay Member to Annual Conference Alt.	Larry Boven
Music Director	Abby Guildner
Finance Chair	Eric Shaffer
Treasurer	Jim Densmore
Financial Secretary	
Membership Secretary	Cris Shaffer
SPPRC Chair	Gordon Quillin
Trustee Chair	Wes Graba
Worship Chair	Jessica Mackaro
Christian Ed Director	Nicole Sarver
Stewardship Chair	Pastor Dave Christensen
Youth Group Director	Brandi Wingate
Family Life Chair	Jan Stewart
Outreach Chair	Buzz King
Community Food Bank Chairs	Kim Echols/Jay Holloway
Suzannah Circle Chair	Mary Kay Knorr
Church Historian	Mary Boven
Members at Large (min 4)	Mary Kay Knorr, Barabara Ellington, Mary Boven, Sheila Spangler

Administrative Committees

Finance Committee

Chair	Eric Shaffer
Treasurer	Jim Densmore
Assistant Treasurer	
Financial Secretary	Sandy Gormley
Audit Committee	Kim Echols, Nancy Holloway

Staff Parish Relations Committee

Gordon Quillin

All shall be members: At least one young adult

2016: Jason Ferdig, Jonathan Krueger, John Simons

2017: Tim Drost, Sally Burlingame, Sheila Newton

2018: Gordon Quillin, Scott Cameron, Luke Skerpon

At-large members include: Lay member to Annual Conf & Lay Leader (ex officio vote)

LUMC Church Council Positions – 2016 – page 2

Trustees

Chair: Wes Graba

Recommended at least 1/3 men, 1/3 women; must be of legal age and 2/3 members

2015: Wes Graba, Mark Strickland, Libby Rollinson,

2016: Mike Sarver, Stu Bray, Chad Braun

2017: Barbara Ellington, Libby Rollinson, Jay Holloway

Nominations Committee

Chair: Pastor Dave Christensen

2016: Barba Hickman

2017: Abby Guildner

Pastor: Dave Christensen

Lay Leader: DJ Guildner

Worship Committee

Chair: Jessica Mackaro

Pastor: Dave Christensen

Cris Shaffer, Kathy Quillin, Judy Christensen, Nancy Holloway

Christian Ed Committee

Director: Nicole Sarver

Eric Shaffer, Brandi Skerpon, Heather Lentz, Larry Boven, Alisha Park

Family Life Committee

Chair: Jan Stewart

Committee: Carol Hill, Sheila Newton, Cris Shaffer, Claire Van Meter, Dorothy Varra,

Shirley Bodhaine, Marlene Thompson, Mary Boven, Mary Kay Knorr

Missions Committee

Chair: Darci Drost

Committee: Darci Drost, Jonna Densmore, Marlene Thompson

Outreach/Membership (Ad Hoc)

Chair:

Darci Drost, Tom Gormley, Donna Spearman, Mary Kay Knorr, Lori Simons, Steve

Spearman, Abby Guildner

IT Committee

Buzz King, Steve Spearman, Sheila Spangler

Jefferson Street Preschool Committee

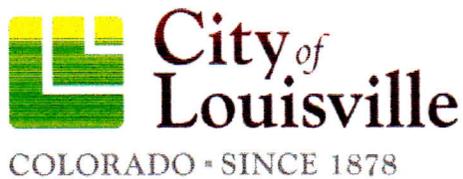
Chair: Sandy Gormley

Committee: Sheila Newton, Nancy Holloway, Alan Hill

Louisville Community Food Bank

Chairs: Jay Holloway/Kim Echols

Jay Holloway, Nancy Holloway, Sheila Newton, Jim Newton, Jan Stewart



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Louisville Senior Advisory Board
 Program Title or General Operating "Weigh and Win" Kiosk at Louisville Recreation and Senior Center
 Contact Person Greg Fickbohm Title Board Member
 Address 826 West Tamarisk Street Louisville, CO 80027
 Telephone 303 666-9198 E-Mail gfickbohm1@gmail.com
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin April 2016 End Indefinite

		2017		2018
Grant Amount Requested for 2017 and/or 2018	\$	2000.00	\$	3000.00

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

The mission of the Louisville Senior Advisory Board (SAB) is to promote the well-being of local senior citizens through focus groups such as Basic Needs, Personal Connections and Community Involvement, Health and Wellness, and Aging in Community. The mission is supported through annual fund raising events such as the Heat Relief Dinner and Silent Auction, Savor the Favor and other ad hoc community outreach efforts. Proceeds from these events go to seniors needing assistance with heating costs, general nutrition, activity scholarships to participate in Recreation/Senior Services programs, and other special needs.

Community needs for seniors are identified through focus group outreach efforts, as well as community feedback and input from the Louisville Senior Services Center, Boulder County Senior Services, Age Well Boulder County, and other Boulder County services organizations.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

*This request is for second year funding for continued operation of a "Weigh and Win" Program kiosk that was placed in the Louisville Recreation and Senior Center in April 2016. Initial installation was accomplished through approval and funding of a 2015 Louisville Grant Application in the amount of \$4250. **While the operations fee for the kiosk is currently \$3000/year, our requested amount from the city for 2017 is \$2000 because we recently received a \$1000 grant from Age Well Boulder County. If we receive a similar grant next year we will revise our 2017 request to \$2000.***

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

This program is for Colorado residents over the age of 18 who are seeking a productive and no cost weight loss/management program in the local area. The Kaiser Permanente staff that manages this program provides kiosk usage data to sponsors on a quarterly basis. Based on our first quarter of data, the Louisville site is off to a great start:

Number of enrollments – 180

Number of repeat weigh-ins – 30

Number of people checking it out – 145

- Qualitative measures: How will you measure the success of this program/activity?
In addition to tracking the above metrics, we plan to gather some success stories from satisfied users in an effort to further market the program and help justify future operations at the Center.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

The Weigh and Win staff feels that the Louisville program is off to a great start. We anticipate a slowdown in enrollments during the peak summer vacation months, but an increased marketing effort, through success stories and other forms of advertising, should effectively position the program for increased use during and after the upcoming winter holiday season.

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?
We have a Chairperson, currently Debbie Fahey, and eight other active members. All are residents of Louisville, and most are longtime residents.
- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?
The SAB is comprised exclusively of volunteers who all reside in the city of Louisville.
- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.
The SAB is an all-volunteer organization and the workload of each volunteer is a function of his or her role and the activities underway during a particular time of year. The peak workloads are in the December to March timeframe, centered around fundraising efforts associated with energy bill assistance and other senior needs. Other activities consume time based on their scope and number of members involved. A rough estimate of total SAB volunteer hours is 4050/year or about 450/member/year.
- Who will be responsible for the administration of the program or service?
The administration of the Weigh and Win Program is a joint activity shared jointly by the Louisville Recreation and Senior Center staff, most notably Ms. Katie Beasley, and the Louisville SAB. The Weigh and Win staff will continue to manage the technical aspects of the program as well as assist with on-going marketing efforts. The program, by its very design, is not a big time consumer for sponsors such as the Louisville Recreation/Senior Center staff.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Weigh and Win kiosks have been installed in numerous locations around the Denver metro area. There are currently eleven locations in Denver, two in Boulder, two in Lafayette (Bob Burger Recreation Center (BBRC) and the Good Samaritan Center), and seven in Longmont. There are approximately 4635 people participating in the program through kiosks located in Boulder County. After enrollment, users are able to log in and use any area kiosk. In other words, if Louisville residents have enrolled in another city they can switch to the Louisville location.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Further information regarding this program can be found at <http://www.weighandwin.com>

Those enrolled in the program who subscribe to Kaiser Permanente health insurance can be eligible for premium discounts if they meet the requirements as defined in their plan description. This is in addition to cash awards that are available to all users, regardless of their health insurance carrier.

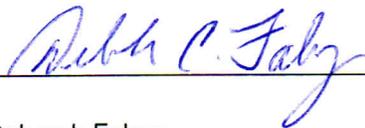
**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Heat Relief Ticket Sales/Donations	\$5500	14
Cash Reserves in Certificates of Deposit	\$9000	21
Corporate/Business Donations	\$4000	10
"Weigh and Win" Kiosk Operations Grants	\$6000	15
Cash Reserves/Checking	\$16,200	40

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

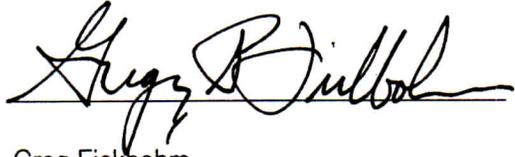


Deborah Fahey
Board Chairperson

303 666-9029
Telephone Number

faheydeb@gmail.com
E-Mail Address

Signature



Greg Fickbohm
Board Member

303 666-9198
Telephone Number

gfickbohm1@gmail.com
E-Mail Address

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The following attachments are included as instructed on the first page of this grant application:

1. List of current Senior Advisory Board members
2. Copy of 501(c)(3) ruling from the Internal Revenue Service

Current Senior Advisory Board Members

Chairperson Debby Fahey

Members Dianne Bernier
Doris Fasbender
Greg Fickbohm
Dennis Ferrera
Rosie Gilbert
Dede King
Doris Maruna
Cassandra Volpe



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

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The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

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Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>Safehouse Progressive Alliance for Nonviolence (SPAN)</u>		
Program Title or	<u>General Operating SPAN Tri-City Outreach Program</u>		
Contact Person	<u>Alexandra Lynch</u>	Title	<u>Development Director</u>
Address	<u>835 North Street, Boulder CO 80304</u>		
Telephone	<u>303.449.8623</u>	E-Mail	<u>alexandra@safehousealliance.org</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	In Process <input type="checkbox"/>
Program Duration (if applicable)	Begin <u>Services are ongoing</u>	End	<u></u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>2,500</u>	\$	<u>2,500</u>

CITY OF LOUISVILLE, COLORADO

GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:**

Safehouse Progressive Alliance for Nonviolence (SPAN) is a human rights organization committed to ending violence against adults, youth and children. SPAN began providing services in 1979. Today a staff of 31 provide immediate crisis intervention and safe, confidential shelter to survivors of interpersonal violence. SPAN also offers a comprehensive continuum of services that foster the self-sufficiency, emotional healing, and stability that survivors and their children need to transcend chronic cycles of abuse. SPAN promotes nonviolence and social justice through violence prevention education, specialized community trainings, and anti-violence/anti-oppression coalition building.

Domestic violence is a significant social ill in our community, with Boulder County experiencing higher rates of domestic violence per capita than either the U.S. or the rest of Colorado. Approximately 1,800 domestic assaults are reported throughout Boulder County each year. In 2015, nearly 450 individuals reached out to SPAN for support, resources and assistance due to the impact of domestic violence. Since the F.B.I. estimates that only 1 in 10 incidents of domestic violence are ever reported, this is clearly evidence of an acute need for SPAN's services in the City of Louisville.

2. **Program description:**

The SPAN Tri-City Outreach Program, with offices located in Lafayette, provides crisis intervention, counseling, and advocacy for adult and child survivors of interpersonal violence living in the Tri-City area of east Boulder County (Louisville, Lafayette and Superior). Advocate/Counselors respond to crisis calls, provide individual counseling by appointment or on a drop-in basis, and facilitate support groups for adults and children. Individual counseling sessions provide survivors of interpersonal violence with information and referrals, assistance in developing plans of action, and support in carrying out these plans. Support groups offer survivors opportunities to learn and grow together as they strive to create safe and stable homes for themselves and their children. A bilingual counselor is available at the Tri-City office to provide services for Spanish speaking survivors, and individual and group counseling is also available for children who have witnessed or been victims of abuse. In addition to providing intervention services, staff facilitates community education and violence-prevention presentations in Louisville to raise awareness and reduce the incidents of domestic violence.

SPAN requests funding from the City of Louisville to continue providing the following critical services to Louisville residents through the Tri-City Outreach Program:

- **The SPAN Emergency Shelter Program** provides crisis intervention, safe shelter, advocacy, and counseling for adults, youth, and children who have experienced interpersonal violence. Staff and volunteers are available 24 hours a day on our crisis hotline to listen, provide information and referrals to available resources, and conduct intakes for individuals needing immediate shelter. The shelter facility provides a safe, temporary residence for adults and children seeking refuge from an abusive relationship. In addition to food and clothing, residents receive case management, counseling, legal advocacy, and information to help them establish a life safe from violence. Services provided through the Emergency Shelter Program are available in English and Spanish. The shelter facility has a capacity for 27 people and residents may stay up to 45 days.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

- **The Advocacy Program** provides crisis intervention and ongoing advocacy for survivors of interpersonal violence involved with law enforcement and the justice system. Victim Advocates offer crisis support immediately following law enforcement intervention. Legal Advocates assist survivors in obtaining protection orders and addressing legal issues related to their experience of violence (including divorce, child custody, and immigration matters), and provide training for prosecutors, judges, and police.
- **The Outreach Counseling Program** addresses a broad continuum of needs, from early intervention to long-term support toward self-sufficiency. Individual and group counseling are offered in English and Spanish in Boulder, Lafayette, and at various community-based locations throughout Boulder County. Population-specific services are available for immigrant and Spanish-speaking survivors, older victims of abuse, and survivors of same sex relationship violence.
- **The Transitional Services Program** works closely with other community and government agencies to provide long-term, comprehensive support for women and their children as they work toward emotional and economic self-sufficiency. Services are provided for a two-year period and include access to affordable housing, long-term case management, and skill-building classes focused on education, careers, job search skills, financial literacy, computer skills, parenting, and nutrition.

3. Program measurements:

- Quantitative measures:

The geographic area served by the SPAN Tri-City Outreach Program includes Louisville, Lafayette, Superior, Erie, and western Broomfield County. The target population served by the Tri-City Outreach Program includes adult, children, and youth survivors of domestic violence, the community networks and services that impact and/or influence their lives, and the community at-large. The typical adult client from Louisville served by SPAN is a white female between 30-45 years of age, with at least one young child. Although domestic violence impacts people in every demographic, increasingly the people from Louisville who turn to SPAN for help are dealing with the impact of Boulder County's high cost of living. The lack of affordable housing in Louisville and throughout Boulder County have direct and potentially disastrous consequences for victims of abuse. Securing housing can make all the difference between leaving or staying with an abuser, and without it, survivors and their children are at-risk of becoming chronically homeless. SPAN's data shows that the average Louisville client in 2015 had attempted to leave her abusive partner an average of four times, often returning because of financial distress, a lack of affordable housing options and fear of not being able to provide for herself and her children. In 2015, 95% of SPAN's Louisville clients reported annual incomes of less than 30% of the Boulder County AMI.

The children served through the SPAN Tri-City Outreach Program are typically 6-13 years of age. In addition to witnessing the abuse of their mother, 30% have been physically or sexually abused.

SPAN is serving a growing number of older survivors. The number of women age 50 and above seeking counseling and advocacy services from SPAN has quadrupled in the last several years, from 66 in 2007 to 264 in 2015. This is also reflected in the City of Louisville residents being served by SPAN, where we have seen the number of adults age 50+ seeking support from SPAN increase by 25% over the past five years.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

- **Qualitative measures:**

SPAN's programming is evidence-based and success is measured using indicator supported by research conducted by Dr. Cris Sullivan of Michigan State University. Long-term studies have shown that the best indicators for positive outcomes for survivors of domestic violence include an increase in a person's understanding of the dynamics of abuse, and developing better strategies for staying safe in their specific situation; and an increase in the survivor's understanding of how to access community resources with a concomitant decrease in isolation. In 2015, 95% of SPAN's clients reported having enhanced strategies for staying safe and an increase in knowledge of available community resources because of their time in SPAN's services. 93% reported feeling more hopeful and less isolated.

4. **Evaluation:**

SPAN engages in strategic programmatic review and evaluation on an annual basis and incorporates this into its services in an ongoing and dynamic fashion. One example of this was a change in how the Outreach Counseling Team organized its weekly Skill Building Group. Previously, the group had been for adults, primarily women. Childcare was provided, and there was little if any interaction between parents and children during the group. One of the evidence based indicators for improved wellbeing for both non-abusing parent and a child impacted by violence, is an enhanced bond between parent and child. Based on this premise, SPAN's Outreach Counseling Team initiated regular activities in 2015 that emphasized treating a family that has experienced violence in a holistic way, providing parents and children opportunities to communicate and grow closer. In early 2016 SPAN staff added a weekly Family Group for non-abusing parents and their children, and incorporated projects for families into the weekly Skill Building Group. Another example of how the Counseling Team helped foster stronger bonds within client families was reflected in SPAN's annual summer day camp for children/youth clients. The two week day camp program depends upon volunteers to support staff throughout the day. Many of the children participating in the day camp this summer were also part of the Family Group with their parents. Parents were encouraged to volunteer to support staff in supervising day camp activities and field trips. Campers and their parents built and planted a vegetable garden as a camp activity, and then throughout the summer, Family Group participants worked together to maintain the patch. Parents and children were able to spend time together, engaged in the straight forward simple fun that can be hard to come by for families dealing with trauma and instability. Parents also felt empowered and supported, through the act of supporting SPAN and by being given authority, respect, trust. Through these small and seemingly simple steps wounds are healed and families move forward.

5. **Leadership:**

- **How many people serve on your Board of Directors and how many of these are Louisville residents?**

SPAN's Board of Directors may range in size up to 25 members. Members are elected for a

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

three-year term. Members of the Board are elected to provide a range of expertise pertinent to agency operations and to reflect, in composition, the ethnic, age, economic, and geographic diversity of the community. 100% of Board Members contribute to the organization financially. SPAN currently has twelve members serving on our Board of Directors, and one of them resides in Louisville.

- **How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?**
SPAN has a staff of 31 people and the FTE is 28.2. One member of SPAN's staff currently lives in Louisville.

- **Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.**
Volunteers support the work of all SPAN activities, including direct service provision, program administration, and fundraising. Direct service opportunities include answering calls on the crisis hotline, providing individual and group activities for children, assisting clients with obtaining protection orders, and providing support and advocacy immediately following police intervention. Administrative and fundraising volunteers assist with general clerical tasks and activities related to fundraising events. Business and community groups assist with special projects; such as painting, cleaning, and yard work. In 2015, 326 volunteers contributed 34,022 hours to SPAN, more than doubling our capacity to serve.

- **Who will be responsible for the administration of the program or service?**
Two full-time Advocates/Counselors and a part-time Legal Advocate work with a part-time Children's Counselor and a team of specially trained interns and volunteers to provide services for adults and children in the Tri-City area. SPAN's Tri-City Program is overseen by the Outreach Counseling Program Director, Tsunemi Rooney. Ms. Rooney has been Outreach Counseling Program Director at SPAN since 2003 and is a licensed professional counselor. In 2015 Ms. Rooney was awarded Boulder County Multicultural Community Service Award for her long-time social justice leadership.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population.

SPAN is the only organization serving Louisville that is providing programs that are specially designed to meet the emergency shelter, crisis intervention, advocacy, counseling, and informational needs of domestic violence survivors and their children. Services are provided at no or low cost, and no one is denied service for inability to pay. The SPAN Tri-City Outreach Program collaborates with numerous organizations to ensure cross-agency referrals and to collectively identify and address client needs and gaps in services. These include Boulder County Department of Housing and Human Services, the Head Start Program, Mental Health Partners, Clinica Family Health Services, Sister Carmen Community Center, Emergency Family Assistance Association, Moving to End Sexual Assault, Boulder Shelter for the Homeless, Parenting Place, and the Louisville Police Department.

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

7. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Safehouse Progressive Alliance for Nonviolence is committed to developing and implementing services and programs for the residents of Louisville. For long term safety and stability survivors of violence and their children need access to critical resources in our community, primarily affordable housing, child care and living wage jobs. All of these are in short supply in Louisville and throughout Boulder County, and SPAN's services play an essential role in creating opportunities for survivors to achieve and maintain lives free from violence. SPAN supported 527 individuals and families from the City of Louisville in 2015, and we have provided services to more than 300 residents of Louisville already in 2016. SPAN plays a unique and critical role in keeping these vulnerable individuals and fragile families safe and stable.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.
Tri-City Program only

<u>Source of Funding</u>	<u>Estimated/Requested Funding Amount</u>	<u>Percent of Total</u>
Public Support/Donations	\$ 21,170	13.4%
United Way	\$ 1,500	0.9%
City of Louisville	\$ 2,500	1.6%
City of Lafayette	\$ 3,500	2.2%
City/County Broomfield	\$ 9,100	5.8%
17th Judicial District VALE	\$ 14,715	9.3%
Boulder County	\$ 16,635	10.5%
Colo Dept Human Svs - DVP - FVP-ACT	\$ 28,100	17.8%
Office Victim Programs - VOCA/VAWA	\$ 47,260	30.0%
Grants - Foundations/Trusts	\$ 13,500	8.5%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature

Agency Director

Board President

303.449.8623

303-530-4473

Telephone Number

Telephone Number

anne@safehousealliance.org

Lisadarbywx@gmail.com

E-Mail Address

E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure.

Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

**Safehouse Progressive Alliance for Nonviolence - Board of Directors
July 2016**

Board Member & Position	City/County Residence	Occupation/Professional Affiliation	Term Date
Lisa Darby, Chair	Boulder, CO 80301	Meteorologist, National Oceanic and Atmospheric Administration	September 2011- September 2017
Debbie Ramírez, Vice-Chair	Boulder, CO 80305	Volunteer Coordinator, Boulder County Dept. of Housing & Human Services	May 2014 – May 2018
Asha Andresen, Treasurer	Denver, CO 80211	Accountant, Dignity Care	August 2014- August 2017
Denice Walker, Secretary	Lafayette, CO 80026	Adjunct Lecturer, University of CO, Boulder	Dec 2014- Dec 2017
Judy Knapp, Immediate Past Chair	Louisville, CO 80027	Lead Analyst, Lockheed Martin	June 2006 – Dec 2016
Jean Bowen, Member	Broomfield, CO 80023	Chef/Owner, Cuisine by Jean Catering; Tech IV, CU Boulder, Inst. of Cognitive Science	April 2015- April 2018
Mercedes Lindenoak, Member	Boulder, CO 80304	Artist, Community Activist	January 2016- January 2019
Colleen Ostlund, Member	Boulder, CO 80301	Home Healthcare Provider	September 2010- August 2016
Linda Pounds, Member	Boulder, CO 80304	Manager, CO State Employee Assistance Program	August 2014- August 2017
Shyamlee Pringle, Member	Boulder, CO 80305	Parent, Payroll/Benefits Coord.,	February 2013- February 2017
Marisol Rodriguez, Member	Broomfield, CO 80021	Psychotherapist, Integrated Family Services	May 2014 – May 2017
Kate Toan, Member	Boulder, CO 20302	Attorney, Private Practice	December 2015- December 2018
Sally Thorner, Member	Boulder, CO 80304	Journalist, Self Employed	April 2016- April 2019
Linda Damon	Boulder, CO 80304	Aurora Public Schools, Retired	Honorary Board Member
Reggie Schmidt	Louisville, CO 80027	Enrichment Kindergarten Specialist, Louisville Public Schools	Honorary Board Member
Lydia M. Tate	Boulder, CO 80305	Attorney, Retired	Honorary Board Member

100% of SPAN Board members contribute financially to the organization

**SAFEHOUSE PROGRESSIVE ALLIANCE FOR NONVIOLENCE (SPAN)
LIST OF NAMES & QUALIFICATIONS OF KEY STAFF**

Anne Tapp, Executive Director. Anne has held this position since October of 1997. Before becoming Executive Director, Anne was the SPAN Director of Shelter Services for nearly six years. She received a Masters in Theological Studies from Harvard University in 1986. Anne has a 27-year history of working in social justice and anti-violence movements as an advocate, administrator, and organizer.

Susie Martinez, Shelter Program Director. Susie joined SPAN as the Shelter Program Director in January 2016. She has worked with domestic violence and sexual assault victim services organizations since 2008, most recently working as the Shelter Manager for a safehouse in Larimer County, Colorado. Susie has a Master's Degree in Creative Writing from Colorado State University and has taught composition and creative writing.

Tsunemi Maehara Rooney, Counseling Program Director. Tsunemi received her M.A. in Transpersonal Counseling Psychology from Naropa University in 2001. She became a licensed professional counselor in 2003, and is a Ph.D. candidate from Southern CA University of Professional Studies. Tsunemi was hired as the Counseling Program Director in June 2003. Her previous experience includes Coordinator of Diversity Outreach for Access Counseling in Boulder, and she has been a private practice psychotherapist for the past 4 years. She is currently an Adjunct Faculty member at Naropa University.

Nancy Chavez-Porter, Training and Community Education Director. Nancy first joined SPAN in May 2005 as the Bilingual Community and Staff Support Specialist. In May 2006 she became SPAN's Volunteer Coordinator, and was then promoted to the Training and Community Education Director. Born and raised in Lima Peru, Nancy received her MBA from Garcilaso de la Vega University in Lima. She came to Colorado in 2004 and has been working and volunteering in Boulder County ever since. Nancy is a long-time activist in the Latino Community.

Alexandra Lynch, Development Director. Alexandra joined SPAN in October 2009. With a B.A. from Long Island University, she worked as Public Information Officer for the City of Lafayette from 2000 to early 2009. After a brief stint working at marketing and communications in the private sector, Alexandra joined SPAN's Development Team. Alexandra was also elected to the City of Lafayette City Council in November 2011 and was re-elected for a second term in November 2015.

Veronica Horn, Advocacy Program Director. Veronica received her M.A. in Spanish Language and Literature in 2002 and also holds a Diploma in Secondary Education; both degrees were received from The University of Colorado – Boulder. She has worked for over 20 years as an educator, from elementary to university level, and has also worked in the private sector. Veronica first joined the SPAN team in 2005 as a volunteer Victim Advocate and has since held various positions within the organization. In 2010 she was promoted to the position of Advocacy Coordinator and in 2012 became the Advocacy Program Director.

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SAFEHOUSE PROGRESSIVE ALLIANCE FOR
NONVIOLENCE INC
835 NORTH ST
BOULDER CO 80304-3223

Sincerely yours,



Teri M. Johnson
Operations Manager, AM Ops. 3



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>St. Benedict Health and Healing Ministry</u>		
Program Title	<u>Free Medical Clinics</u>		
Contact Person	<u>Rev. Sally Bowersox</u>	Title	<u>Executive Director</u>
Address	<u>PO Box 325, Louisville, CO 80027</u>		
Telephone	<u>303-380-3132</u>	E-Mail	<u>Sallyann.bowersox@gmail.com</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	In Process	<input type="checkbox"/>
Program Duration (if applicable)	Begin <u>1/1/2017</u>	End	<u>12/31/2017</u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>2,000</u>	\$ <u>2,000</u>	

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Saint Benedict Health and Healing Ministry is an oasis of care, offering an environment of hospitality as we respond to the real human need for physical, emotional and spiritual health and healing. Saint Benedict Health and Healing Ministry provides 14 free medical clinics each month to homeless and under/uninsured individuals and families.

St. Benedict provides 14 free medical clinics in Boulder County to serve uninsured, underinsured, and homeless individuals.

More than 1,700 people in Boulder County are homeless, with families being the fastest growing group. Without resources or insurance, this population lacks access to health care. 90% of the homeless population in Boulder County have a mental/physical disability or have a substance abuse problem (Denver Metro Homeless Initiative; 2013 Point in Time Survey). Outreach and enrollment in insurance among the homeless is challenging, in large part because many have substance abuse problems or are mentally ill, and they distrust government and public programs. The large majority of St. Benedict's clients are homeless individuals.

Even with the implementation of the Affordable Care Act, around 25,000 people (9%) in Boulder County are uninsured, and as many as 33,000 people (12%) are estimated to be underinsured, meaning their insurance wouldn't cover enough expenses in the case of a catastrophic health event (Boulder County Health Department, January 2014).

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

SBHMM provides outreach and services to low-income families and individuals who are homeless. SBHMM reaches people reluctant to seek out medical care by establishing relationships based on trust, compassion, and hospitality. All services are free of charge, including health care and screening services, preventative education and referrals. No appointments are necessary. **Funding will be used to support the medical services provided to residents of Louisville.** Core programs are:

- **Direct health care services include visits with physician, nurse practitioner, nurse, and/or physical therapist,** wound care, foot care, and low-level triage care. After a health care assessment and health history, the health care provider then determines the type of care needed. If the clinic is unable to provide care, such as extensive wound care and prescriptions, the guest is referred to another health care provider for additional services.
- **Health care screenings** include blood pressure, heart health, diabetes, women's and men's health screening (focus on cancer screening). Guests who have been diagnosed with diabetes are educated using information from the American Diabetic Association. SBHMM has purchased kits and equipment (Monofilament Foot Kits, Taylor Hammer and tuning fork) to test for fractures and nerve damage often associated with diabetes.
- **Referrals and guidance** are structured to help individuals access emergency care or connect to a long-term health care provider. Through partnerships with other agencies, SBHMM facilitates access to services and treatment for dental health, HIV/AIDS and mammography screenings. Staff also coordinates referrals to local health clinics and enrolls individuals in a source of ongoing care (medical

home). SBHBM recognizes that for individuals with chronic diseases such as hypertension, diabetes and asthma, a medical home is critical.

- **Education** includes information and consultations on issues such as high blood pressure, diabetes, alcohol and tobacco consumption, smoking cessation, heart health, foot care, and adequate nutrition, physical therapy and exercise. All written materials are available in English and Spanish.
- **Women's Health** screening identifies specific health risks and additional assessments needed to monitor a woman's reproductive health, and risks for heart disease and colon cancer. Information from the screening can help women better understand their health status, receive immediate help from SBHBM, and receive referrals for additional evaluation from local health clinics. A similar **Men's Health** screening addresses prostate cancer, colonoscopy, and heart disease.
- **Health Fairs and Community Collaborations** -SBHBM serves Boulder County at local health fairs and through staff participation on Boulder Community Hospital's Community Coalition to address cancer care of the indigent population.

A patient may visit with a physician, nurse practitioner, registered nurse and/or physical therapist. A bilingual Spanish translator is available and all materials are bilingual.

SBHBM partners with other health care and human service agencies to enhance the network of services available to the population served. These include: Boulder Community Hospital (provides medical supplies as in-kind donations), Peoples' Clinic, Clinical Campesina, and, Boulder County AIDS Project. Human service agencies include: Boulder Homeless Shelter, Bridge House, Sister Carmen Community Center, Boulder County Safe House, Emergency Family Assistance, Boulder County Cares, H.O.P.E., Restoring the Soul, and the Latino Research and Policy Center. SBHBM partners with Boulder County Justice Community Services Program as a venue where individuals required to perform community service can complete their community service requirements.

SBHBM provides 14 free medical clinics per month in Lafayette at Sister Carmen Community Center and in Boulder at the following churches: St. John's Episcopal, Trinity Lutheran, and 1st Congregational, and at the OUR Center in Longmont. In August, 2011, SBHBM opened its first permanent office in the Sister Carmen Community Center.

In June 2015, SBHBM entered into a partnership with Dental Aid. Dental issues are prominent for many of the patients we see at our Free Clinics. Through our Medical Financial Assistance Program (MFAP), we will be able to fund some of the basic services offered by Dental Aid.

SBHBM has also started outreach to its clients who are military veterans. Our volunteers discuss with veterans if they are receiving their benefits and refer them to Veterans Helping Veterans to access resources and benefits that they are entitled to from their service in the military.

The primary populations served are homeless individuals, the working poor and unemployed, families and Latinos. In February 2013, SBHBM began offering two clinics per month at the OUR Center in Longmont and is expanding to weekly clinics at the OUR Center in September 2014. SBHBM has established a relationship with Salud Family Health Center in Longmont as a referral center for our guests to find a medical home. We have two Spanish translators assisting at the Longmont free clinics.

With the current health care crises crossing all socioeconomic boundaries the people we see now include single parents, the unemployed and those who do not financially meet the requirements for local community health clinics. In addition, the community clinics may have a wait list.

Nurses at all SBHBM clinics educate clients about the Affordable Care Act. Flyers are available telling clients how and where to apply for the health insurance.

In the last year SBHMM has been blessed with over 35 volunteer health care professionals and Spanish translators. Having additional physicians on board has allowed us to expand our clinical outreach. Our medical director is in regular communication with local and national infectious disease physicians to keep us up to date on various flu strains as well as the H1N1 flu. In fall 2010, SBHMM began partnering with various health care organizations including Boulder County Public Health Department, Denver Visiting Nurses Association and Boulder Community Hospital's Homecare Department which provides Pneumonia and Flu Vaccine Clinics for the homeless. SBHMM began offering cholesterol checks in October 2010. In partnership with Boulder Community Hospital 20 patients received flu shots at no cost and 23 patients received foot care via the Sunday Free Clinics.

Based on the findings of each patient's medical history, education is offered on blood pressure, diabetes and cholesterol management as well as self-care, smoking cessation, alcohol use, healthy eating habits, benefits of exercise, dental hygiene/health, and the benefits of cancer screenings. Physicians write prescriptions if indicated. Appropriate referrals are made to community resources (e.g. food, clothing, shelter) and/or medical providers (e.g. community clinics, primary care providers, or emergency care). St. Benedict assists guests in either establishing or returning to their medical home/primary care provider.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

Quantitative measures: Funding will support the services provided by St. Benedict to residents of Louisville. In 2015, 3% of our guests were Louisville residents.

- Qualitative measures: How will you measure the success of this program/activity?

SBHMM makes a positive impact on the guests whom it serves. To demonstrate the reach and impact of its programs for Diabetes and Heart Health as well as to identify opportunities for quality improvement, outcomes data are collected and analyzed. Information is gathered for new (i.e. first time) and return visits. Data collection for each visit includes: which services/screenings were provided and location of referral including whether the patient was new or returning. In addition data is collected on the number of physician, nurse, and physical therapist visits, satisfaction with the visit, satisfaction with current medical home, and intent to follow through with the suggested care plan. For returning guests, queries are made about his/her adherence to the previously suggested care plan. Self-reported health status, whether the individual has followed up with their medical home, and clinical indicators (e.g. blood pressure and blood glucose level) are collected for each returning patient as indicated.

Each year, SBHMM will provide a minimum of 5,000 health care services, addressing physical and mental wellness. Other measurements for success are: 1) providing a minimum of 13 mobile health clinics per month; 2) carrying out quality non-emergency medical care and screenings; 3) preventing health problems through education and assessments, 4) linking men and women to a regular source of health care services (medical home), and 5) maintaining and expanding strong partnerships with local physicians, health care and dental providers. Physicians staffing the clinic report positive results on hypertension, tobacco and alcohol use. Previous satisfaction surveys have found that 100% of patients served had their needs met, were likely to return for care, and were happy with how they were treated.

While it is difficult to assess how many people served by the clinic would have otherwise needed emergency room care subsidized by hospitals or taxpayers (estimated at \$600 per visit), it is likely that SBHMM's services are ultimately saving the public thousands of dollars. By prescribing antibiotics, anti-hypertension and thyroid medication, for instance, clinic physicians can provide medications to manage health issues that otherwise are likely to lead to emergency room visits. In 2014 SBHMM has begun tracking the number of patients seen for "acute illness/trauma". We believe this data will serve as a potential indicator as to the number of patients

we are able to keep out of the Emergency Room, which driving up health care costs dramatically. Services are also improving quality of life for hundreds of people, allowing many of them to miss fewer days of work or be in a position to hold a job.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

- Over 45 volunteer Health Care professionals, Spanish translators and other volunteers provided greater than 9000 Health Care services to guests via 14 Free Clinics per month and the Don Burt Community Care Program!
- Over 45 key volunteers provided over 3,000 hours of volunteer time equating to \$104,556 Value of Volunteer Service Time!
- This breaks down as follows: \$54,305.25 in Clinical Value for Volunteer Service Time and \$50,250.82 non-Clinical Value for Volunteer Service Time.
- 319 Physician or Nurse Practitioner visits were provided at no cost.
- 558 Nurse visits were provided at no cost.
- 169 Paramedic visits were provided at no cost. Greater than 300% increase from 2014!
- 172 Acute illness or trauma patients were seen at no cost.
- Over 3200 folks seen in our Don Burt Community Care Program.
- Over 260 health service referrals were made. These included: Clinica Campesina, People's Clinic, Dental Aid, Mammography, Salud Clinic, HopeLight Clinic, Longmont Community Health Network, Primary Care Physicians, Urgent Care and the Emergency Room
- In partnership with Boulder Community Hospital 11 patients received flu shots at no cost and 46 patients received foot care via the Sunday Free Clinics.
- In-Kind donations such as handmade hats, socks, personal care items, medical supplies, dental supplies, medications and office supplies exceeded \$5,900 in value.

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?

10 board members

Currently no Louisville residents serve on the board. We have had Louisville residents on the board in the past. We are currently seeking Louisville residents to serve on the board.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

1 FTE

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

In 2015, forty five regular volunteers, including physicians, nurse practitioners, registered nurses, physical therapists and Spanish translators provided over 3,000 hours of volunteer time equating to \$104,556 Value of Volunteer Service Time.

- Who will be responsible for the administration of the program or service?

Rev. Sally Bowersox, executive director

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Clinica Campesina is the community medical center. The community health centers have waiting lists. Many of our clients also do not qualify for community medical centers because they may have too much income but do not have health insurance. Even with the implementation of the Affordable Care Act, around 45,000 people (9%) in Boulder County are uninsured, and as many as 33,000 people (12%) are estimated to be underinsured, meaning their insurance would not cover enough expenses in the case of a catastrophic health event (Boulder County Health Department, January 2014).

SBHBM provides outreach and services to low-income families and individuals who are homeless. SBHBM reaches people reluctant to seek out medical care by establishing relationships based on trust, compassion, and hospitality. All services are free of charge, including health care and screening services, preventative education and referrals.

SBHBM partners with other health care and human service agencies to enhance the network of services available to the population served. These include: Boulder Community Hospital (provides medical supplies as in-kind donations), Peoples' Clinic, Clinica Campesina, Dental Aid, Boulder County AIDS Project, and Exempla St. Joseph Hospital's Mobile Mammography Van. Human service agencies include: Boulder Homeless Shelter, Bridge House, Sister Carmen Community Center, Boulder County Safe House, Emergency Family Assistance, Boulder County Cares, HOPE, Restoring the Soul, and the Latino Research and Policy Center. SBHBM is now partnering with Boulder County Justice Community Services Program as a venue where individuals required to perform community service can complete their community service requirements.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

In 2015, St. Benedict received approximately \$104,556 in volunteer support. St. Benedict is able to leverage its dollars to provide significant services due to its large volunteer support



St. Benedict Health and Healing Ministry 2016 Board of Directors

Mr. Bill Ashworth, Bishop's Representative

Parishioner at St John's Episcopal Church, Boulder since 2006, served on the Vestry, a number of other ministries, and attended Diocesan convention as a delegate. Worked in Silicon Valley for 30+ years in high tech product management and project management. Residence: Boulder.

Mr. Art Atkison

Retired independent school English teacher and headmaster. Member of St. John's Episcopal Church, Boulder. B.A. and M.A. in English literature. Serves part time as writing consultant at University of Colorado. Residence: Boulder.

Ms. Kris Bertness, Bookkeeper and Assistant Treasurer (not on Board of Directors)

Physicist at the National Institute of Standards and Technology, U.S. Department of Commerce. B.A. in physics from Oberlin College, Ph.D. in physics from Stanford University. Member of St. Ambrose Episcopal Church, Boulder. Previously served St. Ambrose as Treasurer and Senior Warden. Residence: Boulder.

Mr. Neal Borman, Treasurer

Until 2004 resided in the Great New York area. BA from Earlham College (Chemistry) with MS (Chemistry - organic) from U. Washington and both an MS and PhD from New York Medical College (Pharmacology). I began my career as a Chemist with Geigy Chemical, now Novartis, and migrated to Drug Metabolism and Toxicology. Concurrently I was in the US Army reserves, with 2 years active duty. Early retirement at the end of 1999 from Novartis and retired from the Reserves 6 month later. In retirement I taught at the College of St. Elizabeth (undergraduate chemistry and biology) and Fairley Dickenson U. (Pharmacology - graduate) and volunteered at The Great Swamp NWR and Great Swamp Watershed Association. Served on the Friends of GSNWR board including chair while with the Watershed Association and represented the Stream Team with NJ EPA water quality board. Moved to Boulder in August 2012. In Washington



volunteered with environmental groups, Skagit Co. Marine Resources Committee (chair for 2 years) Skagit Co flood group's environmental subcommittee (chair 2 years) and tutored middle and high school math and science. Currently as a member of St. Aidan's I volunteer with BOHO. Residence: Boulder.

The Rev. Sally Bowersox, osb, Executive Director

Priest in the Episcopal Church in the Diocese of Colorado, Registered Nurse, Spiritual Director and Yoga Teacher. A.D. in Nursing, M.A. Dance/Movement Therapy, Masters of Divinity, Certificate in Spiritual Direction and Registered Yoga Teacher. Professional Associations: Episcopal Diocese of Colorado; Spiritual Directors International; Public Policy Advisory Board (Episcopal Diocese of Colorado). Residence: Denver.

Dr. Eugene Chu, Medical Director

Founder of FirstPerson Healthcare, LLC, Eugene spent the first ten years of his career as a hospital medicine physician serving the under and uninsured of Denver County at Denver Health Medical Center. In this academic role, he was able to learn formal quality improvement methodology as it pertains to health care as well as develop his clinical and educational skills. In 2011, Eugene was able to bring these skills to Boulder Community Hospital, where he was Director of the Hospital Medicine Program from January 2011 – June 2016, to serve the community of Boulder. He now looks forward to contributing to the mission of St. Benedict's Health and Healing Ministry. Born and raised in Washington DC and its suburbs, Eugene went to college at Stanford University in Palo Alto, CA before attending medical school at Tufts University in Boston, MA. He completed his internal medicine training at the University of Colorado School Health Sciences Center in Denver, CO where he remains on faculty as an Associate Clinical Professor of Medicine. Residence: Golden.

Mr. Darren Conradson

Darren began his career in the Emergency Medical Services over 20 years ago. During that time he has worked in variety of areas including Firefighter Paramedic, SWAT medic, Private Transport Agencies and Event Medicine. Darren currently works as a Community Paramedic for



the City of Longmont, serving the uninsured/underinsured, assuring they get the care they need. Darren's passion for medicine has taken him on several mission trips over the years providing medical care in various places throughout the world. Residence: Berthoud.

Mr. William Eliason

Finance controller at Oracle Corporation of Redwood City, California. William holds a B.S. in business administration from Bellevue University, and an MBA from the University of Iowa, with an emphasis in finance. William is also a parishioner of St. Ambrose Church in Boulder, where he has held vestry, treasurer, and audit committee positions. Residence: Boulder.

Mr. Matt Kapinus

BA in English/Creative Writing from the University of Maryland, near Hyattville Maryland where he grew up. As a perpetual spiritual seeker, he has a background in Tai Chi, meditation, and somato-respiratory integration. In 2005 he completed his conversion into Judaism and has been a very active participant in Boulder's vibrant Jewish community. He is now an accomplished yoga teacher in Boulder Colorado and in his 4 years of teaching yoga has taught over 2500 classes. He draws inspiration for class from teachers both inside and outside of the asana-based world of yoga. His classes are known for their playfulness and potent spiritual resonance. Residence: Boulder.

Mr. Jay Millard, President

One of the principal owners and the Chief Operating Officer of Amadeus Consulting, a custom technology solution provider. Amadeus Consulting provides expert custom software development solutions for the web, mobile, and the desktop ranging from large-scale enterprise systems, to small apps for the budding entrepreneur. Jay holds a Bachelor of Science degree from the University of Colorado at Boulder – Leeds School of Business and has been active for many years in both business and service to the local community. Jay has served on the Board for the Boulder Valley Rotary Club and chaired their Community Service committee, as well as he serves meals weekly at the Boulder Shelter for the Homeless. He helped spearhead the non-profit sustainability program Amadeus Consulting runs called the BLAST! Network. Residence: Boulder.



Ms. Amy Paine, Secretary

Senior Vice President of Asset Management for Key Equipment Finance, headquartered in Superior, Co. Amy graduated with a BA and an MBA from McGill University. Amy is a parishioner at St. Aidan's in Boulder and serves as the Treasurer for the parish of St. Aidan's and for Canterbury Colorado, the Episcopal Ministry to the University of Colorado at Boulder. Residence: Superior.

Mr. Jim Podolak

Semi Retired Labor Market Researcher with Colorado Department of Labor. Held several similar research positions with the State of Colorado since 1981. Taught school in Leadville Colorado in the early 70's. Joined the US Army in 1964 for a brief time. Served on the governing boards of St. John's Episcopal Church, Saints Peter and Paul Greek Orthodox Church and Transfiguration of Christ Orthodox Church. Volunteer work with St. Thomas Aquinas Parish Food bank, St John's Episcopal Church Soup Kitchen, St. John's Summer Reading Camp, Cub Scouts and Boy Scouts parent volunteer, Boulder Aikikai Summer Camp. PhD in Education (Reading Research) from University of Colorado Boulder, MA in Education from Western State College of Colorado, BA in Economics from Orange State College (now California State College Fullerton). Graduate work in Business and Economics at UCLA and Cal Berkeley. Residence: Boulder.

Ms. Sara Russell, RN, BSN

Nurse leader in the community since 2005 both in acute care and in community based hospice care. Through her work, Sara awoke to the value of bringing care and compassion to one person one moment at a time and the profound ripple affect that had on others and herself. Sara believes in being of service to others and is committed to this as part of her professional work and her personal journey. She holds a BSN from Regis University and will be persuing her Masters in Nursing to become a Family Nurse Practitioner. Residence: Longmont



Consultants to the Board of Directors, Development Director/Grant Writer and Chairpersons to Programs

Mr. Michael Anderson

Consulting attorney. Executive Director, Rocky Mountain Legal Center. Residence: Lafayette.

Ms. Patt Anderson

Administrative Assistant. Residence: Louisville.

Ms. Becky Fellows RN, Ms. Maria Krenz and Ms. Patt Anderson

Co - Chairpersons for the Don Burt Community Care Program. Residences: Boulder and Louisville.

Dr. Mark Earnest

Vice President Colorado Coalition for the Medically Underserved. Associate Professor of Medicine, University of Colorado Health Sciences Center. Residence: Denver.

Ms. Susan Eitel

Contract Development Director/Grant Writer for SBHMM. Residence: Boulder.

Ms. Becky Fellows

Chairperson for the Medical Financial Assistance Program. Residence: Boulder.

Ms. Nancey Bookstein and Ms. Jen Urbonas

Volunteer Coordinators. Residences: Westminster; Boulder

Mr. Tom Luehrs

Executive Director, St. Francis Center. Board member and past president of Metro Denver



Homeless Initiative, commissioner on Denver's Road Home, board member Colorado Vincentian volunteers. Past board member 32nd Ave. Jubilee Center and the Delores Project, and former board member and founding member of Housing Justice. Residence: Highlands Ranch.

The Rev. Bruce Swinehart

The Rev. Bruce Swinehart has worked with human services and non-profit organizations for nearly 30 years. As the Director of the City of Boulder's Children, Youth and Families Division, he was responsible for 35 staff and a \$2.2 million annual budget. He has provided consulting services to a wide variety of organizations since 1997, including organizational development, board development, strategic planning, facilitation/mediation, and fundraising/grant-writing. Rev. Swinehart was ordained to the priesthood in 2009, and served for three years as Priest-in-Charge at St. Patrick Episcopal Church in Somerset, Kentucky before returning to Boulder in 2012. Residence: Boulder.



THE DIOCESE
OF COLORADO

The Right Reverend
Robert J. O'Neill

(303) 837-1173 / (800) 446-3081

FAX: (303) 837-1311

September 9, 2015

To Whom It May Concern:

You have inquired as to the tax-exempt status of St. Benedict Health and Healing Ministry, Louisville, Colorado. The federal tax identification number of St. Benedict Health & Healing Ministry, Louisville is 20-8912445. St. Benedict Health and Healing Ministry, Louisville, Colorado is a special ministry of and affiliated with the Diocese of Colorado. The federal tax identification number of the Diocese of Colorado is 84-0408181. The Diocese of Colorado was incorporated in the State of Colorado as a religious not for profit corporation in 1880. The current annual report is on file in the Secretary of State's office. The Diocese of Colorado is an affiliated church and institution of the Protestant Episcopal Church in the United States of America. The "Episcopal Churches and Dioceses in the United States and Institutions Thereof, New York, N.Y." (Code 1) are listed as exempt organizations of page 508 of Publication 78, *The Cumulative List of Organizations described in Section 170(c) of the Internal Revenue Code of 1986*. In accordance with the cumulative list, Code 1 is "Generally, a central organization holding a group exemption letter, whose subordinate units covered by the group exemption are also included as having contributions deductible, even though they are not separately listed". A current listing of all dioceses and institutions with federal and state identifications is available upon request.

"The national corporation of the Episcopal Church is the Protestant Episcopal Church in the United States of America. The tax identification number of The Episcopal Church is 31-1629166. The Episcopal Church conducts the affairs of the Episcopal Church in the United States on a nation-wide, day to day basis. The Episcopal Church was incorporated in 1842. The name has remained unchanged over the last 163 years, during which time The Episcopal Church has been the corporation for the Episcopal Church at the national level in the United States.

"Protestant Episcopal Church in the United States of America" obtained a determination letter, in January 1940, from the Internal Revenue Service that indicates the organization and the subordinates are recognized Section 501(c)(3) of the current Internal Revenue Code, the organization was exempt from federal income tax. In a subsequent letter dated August 5, 2003, The Internal Revenue Service confirmed the organization's exempt status under Section 501(c)(3) exempt organization.



Pamela Greenfield

Controller

Bishop and Diocese of Colorado

THE DIOCESAN CENTER
1300 Washington Street
Denver, Colorado
80203-2008



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>Colorado Shakespeare Festival</u>		
Program Title or	<u>Shakespeare & Violence Prevention school tour</u>		
Contact Person	<u>Amanda Giguere</u>	Title	<u>Director of Outreach</u>
Address	<u>277 UCB</u>		
Telephone	<u>303-492-1973</u>	E-Mail	<u>Amanda.giguere@colorado.edu</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	In Process	<input type="checkbox"/>
Program Duration (if applicable)	Begin <u>January 2017</u>	End	<u>November 2018</u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>3000</u>	\$	<u>3000</u>

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Mission: The Colorado Shakespeare Festival, a professional theatre company in association with the University of Colorado Boulder, celebrates and explores Shakespeare and his continuing influence and vitality primarily through productions of superior artistic quality.

The Shakespeare & Violence Prevention program is one strategy we employ to achieve two parts of this mission: Shakespeare's plays provide a surprisingly relevant template for exploring contemporary problems of bullying and violence in schools (see program description below); and it provides a high quality introduction to Shakespeare for up to 15,000 Colorado students annually, many of whom do not have the opportunity to experience productions in our home theatres on campus at CU Boulder.

We partner with the Center for the Study and Prevention of Violence (CSPV), a behavioral science research entity on campus at CU Boulder, to develop and implement Shakespeare & Violence Prevention projects. Their research demonstrates the need for innovative programs to address bullying and violence in schools.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

The Shakespeare & Violence Prevention program was developed as a collaboration between the Colorado Shakespeare Festival (CSF) and the Center for the Study and Prevention of Violence (CSPV) to provide students with tools to prevent violence in their schools and embrace individual responsibility for improving their school climate. Each school visit includes an abbreviated performance of a Shakespeare play, combined with classroom workshops utilizing the latest violence prevention research. Since 2011, this program has reached over 72,000 Colorado schoolchildren and received positive responses from students, teachers, and local and national press outlets.

A multi-year grant of \$6000 from the City of Louisville (\$3000 in 2017; \$3000 in 2018) would fund performances and workshops from this innovative program for up to 2500 Louisville elementary, middle, and high school students over a two-year period, at no cost to the schools themselves.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:
 - Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

The Shakespeare & Violence Prevention project has served Colorado students, grades 3-12, throughout the state, including Louisville Middle School and Coal Creek, Louisville, and Fireside Elementary Schools.

This grant would allow us to deepen our relationship with these four schools, and introduce this program to other schools in Louisville.

- Qualitative measures: How will you measure the success of this program/activity?

We have implemented several systems to measure the effectiveness of the program. (1) We informally survey students after every classroom workshop; 90% of students report they are more likely to become “upstanders,” rather than bystanders, as a result of participating in this program. (2) All teachers and administrators are asked to fill out a brief survey to evaluate the success of the program within their schools and suggest improvements for future projects. Responses are positive; after our spring tour of *The Taming of the Shrew*, 100% of those surveyed would recommend the program to other schools, and 79% feel their students are better equipped to intervene when they witness bullying. (3) We meet with all participants (actors, director, office staff, stage manager, costume designer) at the end of each tour to explore what was successful and where we can improve in future. (4) Because Safe2Tell is one of the tools we educate students about in the post-performance workshops, we also partner with that organization to track upticks in reporting from the schools we visit. (5) We also regularly receive unsolicited letters and emails from teachers and students with positive responses to the performance and to the workshops.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

Our survey responses regularly indicate that Shakespeare & Violence Prevention projects are engaging students successfully with Shakespeare and with methods for reducing bullying and improving school climate. We are committed to continually improving the program, and we recognize the need to honor and engage the growing diversity in our student populations. In 2016, we introduced bilingual elements to the performance, and our Fall 2016 tour of *The Taming of the Shrew* features a Spanish-speaking character and an all-female cast, 2/3 of whom are women of color and fluent Spanish speakers.

Since its launch in 2011, the project has been open to grades 3-12; designing performances and workshop curricula flexible enough to cover that full range has been a challenge. As a result, we are expanding our spring 2017 programming to include two performance options: *The Comedy of Errors* for grades 3-5, exploring physical bullying and power imbalances; and *Julius Caesar* for grades 6-12, examining the challenges of intervening in a planned act of violence. These two simultaneous options will allow us to tailor programming to the ages of the students more efficiently and effectively.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?

We have 14 Executive Committee members (the equivalent of a traditional Board), and 12 Advisory Committee members. 1 is a Louisville resident.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?

We have 5 full-time staff members year-round, though none are Louisville residents. During the summer, we have 100-150 seasonal employees, at least 1 of which was a Louisville resident in 2016.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.

Approximately 100 volunteers assist with ushering, run crew, build crew, and special events.

- Who will be responsible for the administration of the program or service?

Amanda Giguere, CSF Director of Outreach, will be responsible for administration of the Shakespeare & Violence Prevention program.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

Although organizations like Kaiser Permanente offer theatre programs in schools that specifically address bullying, Shakespeare & Violence Prevention is the only one we are aware of that does so using classical texts (specifically Shakespeare).

The Center for the Study and Prevention of Violence is one of the foremost research centers in Colorado examining issues of bullying and school violence. CSPV research tells us that in 81% of violent incidents at schools, someone knew it was going to happen. Safe2Tell provides a safe, anonymous method to report these potential incidents to the right authorities. The Colorado Shakespeare Festival partners with both of these agencies; the unique combination of these elements provides students with access to exceptional Shakespeare in performance (meeting Core Curriculum Literacy standards for all grade levels), research-based workshops, and education toward a range of tools (including Safe2Tell) they can use to prevent violence and improve their school climate.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

Several videos, news stories, etc. regarding previous and current Shakespeare & Violence Prevention

projects are published on our website. We encourage the Finance Committee to acquaint themselves with these additional materials. www.coloradoshakes.org/education/csf-schools.

A 2014 study published in *Education Next* demonstrated that students who attend live theatre develop stronger vocabulary, plot comprehension, empathy, and tolerance than their peers who read or viewed a film version of the same play. (see <https://www.sciencedaily.com/releases/2014/10/141016165953.htm>)

In one of our surveys, a middle school teacher called Shakespeare & Violence Prevention “an absolutely brilliant, non-threatening way to begin the conversation about bullying.” Experience has also taught us that we must continue that conversation; in-depth, multi-year relationships with local schools provide regular opportunities to do so.

Between 2011-2016, CSF has visited 4 Louisville schools: 700 students were able to see professional Shakespeare productions in their schools, and 283 engaged in post-performance workshops with our teaching artists. 90% of those students reported that they’d like us to return to their school. Funding from the Finance Committee would make this possible. Up to 2500 students could have the opportunity for either a return engagement or an introduction to this unique and innovative program.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount*	Percent of Total
CU Outreach Committee	\$24,000	41%
Boulder Arts Commission	\$3,000	5%
Corporate Sponsors	\$8,400	15%
School Fees	\$20,000	35%
CSF Contribution	\$2,200	4%
*These numbers represent an estimate of current year (2016) funding for the Shakespeare & from to Violence Prevention project as a whole. Funding the City of Louisville would directly subsidize visits Louisville schools, eliminating their need to pay a fee for the program.		

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Agency Director

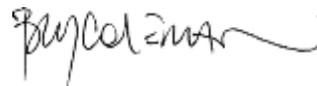
303-492-1973

Telephone Number

Amanda.giguere@colorado.edu

E-Mail Address

Signature



Board President

303-492-5809

Telephone Number

Bud.coleman@colorado.edu

E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

Colorado Shakespeare Festival Board & Key Staff List

A note about the CSF “Board”: The Colorado Shakespeare Festival is a program within the University and falls under the umbrella of their non-profit status. As such, we do not have a Board of Directors the same way that a separate non-profit entity would. For CSF, it is the Executive Committee who provides financial oversight on behalf of the Dean for the College of Arts and Sciences. Core members of the Executive Committee are:

Sarah Adderholt
Joan Braun
Bud Coleman (Executive Committee Chair)
Valerio Ferme
Wendy Franz
David Glimp
Mary Jarchow
Amy Lavens
Timothy Orr
Erika Randall
Michael Roseberry
Catherine Shea
Michael Spires
James Symons

We also have an Advisory Board that is advisory in nature only; they have no financial oversight or responsibility for our organization.

Micah Abram
Margot Crowe
Brian Curtiss
Jeanne Fetterman
Pam Hartman
Patty Hauptman
Lin Hawkins
Chris Jensen
Dan Mones
Eric Wallace
Robert Wester
Kate Wilson

Key Staff for the Shakespeare & Violence Prevention program:

Tim Orr, Colorado Shakespeare Festival, Artistic Director
Wendy Franz, Colorado Shakespeare Festival, Managing Director
Amanda Giguere, Colorado Shakespeare Festival, Director of Outreach
Beverly Kingston, Center for the Study & Prevention of Violence, Director



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

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Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Sister Carmen Community Center
 Program Title or General Operating Family Resource Center programming
 Contact Person Emily Swift Title Development Associate
 Address 655 Aspen Ridge Dr., Lafayette, CO 80026
 Telephone 303-665-4342 x115 E-Mail emily@sistercarmen.org
 Non-Profit Status Yes No In Process
 Program Duration (if applicable) Begin Ongoing End

2017
2018

Grant Amount Requested for **2017 and/or 2018** \$ 10,000* \$ 10,000*

*\$10,000 requested for each calendar year: \$5,000 toward Family Resource Center services for Louisville residents & \$5,000 requested as restricted funds toward utility assistance for City of Louisville residents.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. Organizational background: What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Mission: Sister Carmen Community Center (SCCC) provides assistance to residents of East Boulder County who are in need, without discrimination.

Strategies: For almost 40 years, SCCC has provided support to residents of Lafayette, Louisville, Superior and Erie (Boulder County) who are experiencing a financial, housing, or health crisis and are in need of resources and assistance as they work to overcome their situation of crisis and achieve self-sufficiency. In our fourth year as a Family Resource Center, we offer extensive, centralized services and programs to support over 9,000 residents as they work to develop stable situations and become financially independent. By assisting individuals and families with educational opportunities and critical support resources such as, housing, financial planning, employment, food security, mental health counseling, public benefit enrollment and self-advocacy, we are able to successfully help these residents transition out of crisis and toward a sustainable situation.

Need: According to the Boulder County *TRENDS* report published in 2015 by the Community Foundation of Boulder County:

- 11% of families with children live below the poverty line (an increase of 4% since 2000)
- 5% of families with children living in Louisville under the poverty level
- 16.2% of all children live below poverty (a growth of 8% since 2000 and 74% since 1990, making children continuing to be the fastest growing segment of the population living in poverty)*
- 39% of Latino children live in poverty (a growth of 4% since 2000), which is higher than the US poverty rate for Latino children
- The cost of living in Boulder County is one of the highest in the state; for a 2-adult & 2-child household, the "self-sufficiency standard was a household income of \$75,906 per year." In comparison, the average median household income for an Anglo family was \$72,074 and for a Latino family was \$38,076

*According to the 2015 *Status of Children in Boulder County* report.

At SCCC, last year we observed a dramatic increase of residents seeking our services from 2014 to 2015, from 8,117 to 9,128 participants (an 11% increase over the course of one year.) Compare that to the fact that we had previously seen a similar growth over the span of two years from 2012 to 2014.

As home prices continue to soar in Boulder County and affordable housing is unable to keep up with the need, we expect to continue to see an increased demand for our services as families and individuals experience the pressure of rising housing and living costs. According to *TRENDS*, "in 2013, 30% of homeowners and 59% of renters spent more than [the] recommended 30% on housing costs." Having to spend more income on housing means that families will have less to spend on nutrition, education, health, and other life essentials. The average monthly income of an SCCC participant household is \$1,292, which is not sufficient enough to cover even the affordable housing options in Lafayette or Louisville of \$1,395+. For these families just one illness, car repair or accident could push them into homelessness.

Additionally, being unable to earn a livable wage is one of the biggest barriers to overcoming poverty and one of the largest populations we serve at SCCC is underemployed residents, with 23% of those we serve being employed, but still requiring financial assistance. Since the 2008 Recession, SCCC has witnessed many middle class families experiencing poverty for the first time. This effect is in large part due to the median household income falling by over 8% between the years 2007 and 2012, according to 2012 US Census data. We provide a working family with food so they have the funds to pay their rent, while also offering other family-centered resources to strengthen the family unit. Additionally, we provide financial support with rent or mortgage payments to help maintain current living situations. If their situation is not sustainable once our support has ended, we help move them into a sustainable living situation.

Although Boulder County is considered one of the most affluent communities in the country, the fact that the poverty rate for Boulder County residents increased by nearly 50% from the years 2000 to 2011 is an indicator of the continued need for financial and basic need assistance required by residents.

For nearly 40 years, SCCC has provided key services and resources to residents—supporting them as they work to become self-sufficient and independent—and, thus, strengthening our community and its future.

2. Program description: What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

SCCC is applying for 2017 and 2018 funding for our Family Resource Center (FRC) programming to help us continue to offer comprehensive and coordinated services to vulnerable residents of East Boulder County.

Categorizing our FRC programming into three main areas—Nutrition & Healthy Living, Child & Parent Services, and Individual & Family Advocacy—we are able to offer a robust spectrum of coordinated services and resources in order to address the wide range of needs and diversity from those seeking our support. By providing a holistic continuum of services—focused on assisting the entire household, from child to parent, with emotional, educational and resource support—we successfully help residents transition out of crisis situations and improve their quality of life so that they may succeed and thrive in their careers, homes, and our community.

NUTRITION & HEALTHY LIVING

An important aspect of regaining stability is consistent access to nutritious food, necessary medical care and mental health counseling. For this reason, SCCC provides health and well-being support through our Nutrition & Healthy Living program in order to stop the downward spiral of a crisis situation so that families are not faced with the choice of affording food or paying rent.

Food Assistance: We offer residents educational opportunities so they can learn how to prepare healthy, nutrient-dense meals on a budget. In 2015, SCCC distributed 1,311,606 lbs of food to 2,467 households. Emergency food boxes are also available. Households receive two weeks' worth of food per participant household. Our priority is to provide nutrient-dense, healthy food, which is made possible in part by offering produce that is grown from our onsite, organic garden. Last year, our garden produced 1,294 lbs of food.

Nutrition & Cooking: We held 145 classes on cooking and nutrition with a focus on where food comes from, the qualities of a well-balanced diet, and how to prepare nutritious meals with items from our food bank. Last year, we also began offering classes in Spanish.

Exercise: 192 participants attended free yoga, Zumba and walking club (five classes offered weekly.) We offer a CATCH after-school program at Pioneer Elementary School, which is a program proven to reduce and prevent childhood obesity through exercise and nutritional education.

Medical, Dental & Vision: Through our partnership with St. Benedict Health and Healing Ministry, we provide basic health screenings, blood pressure, and diabetes tests. We also partner with Exempla St. Joseph's Hospital for mammograms and Dental Aid. Additionally, last year we connected 213 families with health insurance. We also began a new service in 2015 of providing free vision-related needs (such as exams, equipment, eyeglasses, etc.) to participants, as these items are essential, but can often be too costly for families that are struggling to make ends meet. We assisted 13 residents with vision needs last year.

Counseling: Through our partnership with Mental Health Partners, we also offer on-site mental health counseling for participants requiring immediate emotional and mental support. Last year, 100 participants met with on-site professional therapists.

INDIVIDUAL & FAMILY ADVOCACY

Our Individual & Family Advocacy (I&FA) program strengthens individual, family and community relationships through guidance that is individualized, culturally appropriate and focuses on the strengths and needs of the entire family. Last year, our advocacy program worked with 985 families, supporting these residents with the resources, tools, knowledge and skills to help them recover from challenging circumstances. Our advocates work one-on-one with these individuals and families to help them identify and draw upon their specific strengths and skills as they design self-directed, sustainable strategies so they can transition from crisis to stable situations. Advocacy services include, providing financial assistance for short-term housing and utility costs (or, if residents are unable to sustain their current housing situation in the long-term, our advocates help families in locating sustainable housing), offering budgeting tools and classes, and supporting individuals in improving their employment situation by way of job coaching and resume building, with the target goal being that they achieve a living-wage job.

A few highlights from our I&FA program impact in 2015 include:

- Prevented 295 families from becoming homeless and helped locate sustainable housing situations for 611 families
- Assisted 266 families in working towards or obtaining employment
- Educated 478 families on financial planning and budgeting
- Connected 213 families with health insurance

Our Advocacy program partners with multiple agencies to connect participants to the services with the goal to increase their success of finding lasting, long-term solutions (e.g. Bridges out of Poverty economic stability workshops; Intercambio English language classes that are held onsite; and legal counseling from Faegre Baker Daniels, LLP, Workforce, HHS Financial Planning Classes, etc.)

CHILD & PARENT SERVICES

One of the largest populations we serve is children, with 36% of the residents accessing our services being between the ages of infant to 17 years old. Children who live in poverty frequently experience poorer outcomes in school, health and success later in life. For this reason, SCCC's Child & Parent Services program focuses on providing services to address and prevent child poverty by way of supporting parents and their children in getting the resources, support and opportunities they need to build healthy, nurturing homes.

Educational opportunities: Empowered 55 parents with new information on constructive, nurturing parenting skills through the Nurturing Parenting program, with 75 children attending a concurrent class to develop skills and tools to build stronger relationships with their families. This course has been proven to reduce abuse and neglect in the home.

Additionally, 73 adults attended our “Alcohol, Drugs & Kids Don’t Mix” series. This program saw a 45% increase over the last year.

We also offer parenting education through the Bright Beginnings program and a partnership with the Boulder Institute for Psychotherapy & Research.

Through our CATCH after-school program at Pioneer Elementary School, we support students in making healthier lifestyle choices, and, in doing so, reducing and preventing childhood obesity. In 2015, we offered 45 CATCH classes, in which a total of 101 students were given fun and active nutrition and exercise tools and resources.

Health for families: We work to connect families to medical assistance, assisting families to enroll in the Childcare Assistance Program (helping to remove childcare as a barrier to employment), as well as conduct onsite Ages and Stages developmental screenings of children when necessary. Last year, 49 individuals received onsite developmental health screenings.

To help keep kids healthy, we assist parents in applying for Child Health Plan Plus and Medicaid. When families have a primary care physician they are able to focus on prevention, which decreases emergency visits. Participants may also be directed to our local Child Care Resource & Referral agency, as well as the Qualistar online provider search.

3. Program measurements: Provide the following information for the program/activities for which funding is requested:

- **Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.**

In 2015, SCCC served 9,128* residents of East Boulder County, 14% of which reside in the city of Louisville. The past fiscal year, our annual program budget was \$3,952,169, meaning that roughly \$553,304 worth of services and support was dedicated to 1,278 Louisville residents.

*This represents an 11% increase in service demand over the previous year.

Below is an overview of who we served in 2015:

- Served 9,128 participants
 - 80% live in Lafayette
 - **14% live in Louisville (or 1,278 individuals)***
 - 3% live in Erie (Boulder County)
 - 3% live in Superior
- 36% are children
- 62% are single or divorced
- 5% are seniors

- 41% are unemployed
- 3.8% are retired or on fixed income
- 23% are underemployed
- 3.1% are on Social Security
- 20% have no health insurance
- 54% are female and 46% are male
- 26% are on Social Security disability

*Over the past couple years, we have seen a steady demonstration of need from residents of Louisville and we expect to continue to serve a similar number of Louisville residents in 2016.

Quantitative evaluation is conducted monthly, quarterly and annually as a method of evaluating programming and changing needs in our community. We utilize Boulder County's Efforts to Outcomes participant database, donor and volunteer databases to track and report performance. Annually, we conduct the Family Resource Center Self-Assessment Standards of Quality for Family Strengthening and Support to assess services that focus on family-centered care services and analyze our services for optimal delivery.

- **Qualitative measures: How will you measure the success of this program/activity?**

Our advocates, staff and volunteers are trained in Strengths-Based Approach, a strategy which has been included in Boulder County's Strategic Plan. Utilizing this strength-based method helps us to identify and support participants' natural strengths and community connections to best assist them to successfully reach long-term independence and sustainability. Using this approach, participants identify and steer their own service goals and plans, thus developing the tools and skills to grow and advocate for themselves and their families. In 2015, 985 households moved positively away from crisis circumstances—since initial contact with an advocate—working toward meeting their goal of economic stability and self-sufficiency in one or more of the following areas: housing, financial planning, employment, food security*, relationship building**, self-advocacy, and healthcare access.

*participant(s) no longer receiving food stamps **an integral factor toward self-sufficiency

Success is measured in the one-on-one work we do with individuals and families as they take steps toward economic stability, as well as the overall social impact our programmatic outcomes have in our community. We believe our community-based programming strengthens and enriches the lives of the families we serve, as well as making our community a desirable place to live, work and ultimately thrive.

4. Evaluation: If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

Successes*:

- Prevented 295 families from becoming homeless
- Assisted 266 families in working towards/obtaining employment
- Educated 478 families on financial planning/budgeting

- Empowered 73 parents on nurturing parenting practices to help reduce abuse and neglect, while 75 kids attended a concurrent class to develop skills and tools to build stronger relationships with their families
- Connected 213 families with health insurance
- Supplied 1,311,606 lbs of nutritious food to 2,467 families
- Provided mental health counseling to 100 participants with acute psychological needs
- Helped 189 families with short-term payment of their utilities and helped 185 families with short-term mortgage or rent payments. This assistance is a low-cost act that helps keep people in their homes. (If residents are unable to sustain their current housing situation in the long-term, our advocates help families in locating sustainable housing)
- Supplied \$17,345 in thrift store vouchers for essential items to families, thus, allowing families to devote valuable funding towards food and housing costs

*Please see our *2015 SCCC Funder Highlights*, included with this application, for a complete description of our impact in 2015.

Challenges:

Limitations we encounter include overcoming the barriers participants face when working toward self-sufficiency. One of the major challenges our participants face is when families lose public benefits when their earnings increase, however without an increase of income great enough to compensate for the loss of public support. This effect of losing public assistance without an increase of income great enough to compensate for this loss is that these families remain unable to overcome financial dependency.

Another growing concern is the rising costs of housing in Boulder County without sufficient affordable housing availability and/or raise in wages. Again, the average monthly income of an SCCC participant household is \$1,292, which is often not sufficient enough to cover housing costs in East Boulder County (affordable housing for a two-bedroom apartment is \$1,395+ in Louisville and Lafayette.)

Changes:

In 2015, we experienced some minor changes in programming, such as introducing a new vision aid program, however with the expansion SCCC has experienced over the last four years since becoming an FRC, our goal for the next couple years is to focus on the current programming goals and services. If funding allows, we may expand those services and offer more financial assistance.

We recognize that, especially as East Boulder County and Louisville residents feel the mounting financial stresses and pressure from the growing lack of affordable housing, it is important that we remain able to effectively assist these individuals and families. Thus, we continuously evaluate our impact and the best ways to adapt to the growing or changing needs of our community.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. Leadership:

- **How many people serve on your Board of Directors and how many of these are Louisville residents?**

Currently, SCCC has seven Board members. At this time, none of our Board reside in Louisville. However we had a recent Board member from Louisville, Don Kaniecki, wrap-up his second, four-year term in 2014, having served with us since 2006.

- **How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?**

SCCC employs 30 staff members, 24 of which are full-time, and three of which (10%) are Louisville residents.

- **Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.**

We have over 1,031 volunteers that give 25,647 hours. Our volunteers serve in our food bank, thrift store, onsite community garden, administrative offices, and assist with other special projects as needed. In addition to their served hours, many of our volunteers are dedicated financial and in-kind donors, and many are current or past program participants who wish to support other participants working toward self-reliance and economic stability.

- **Who will be responsible for the administration of the program or service?**

Our staff of 30 employees is responsible for the administration of our FRC program and services.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

We are the only center providing comprehensive, coordinated basic need services and support to residents of East Boulder County, including those of Louisville.

We actively collaborate with the Division of Vocational Rehabilitation (DVR) to offer paid internships via DVR at SCCC in our thrift store, food bank, reception, and development department. We have been approved to provide Work Adjustment Training and Work Skills Training and now have one intern working at our thrift store.

We continue to have strong partnerships with Emergency Family Assistance Association and the Outreach United Resource Center, which allows us to work together to address duplication of services, trending issues in the county, and to purchase food together via the Bulk Food Cooperative. Also, the Efforts to Outcomes Database is a county wide collaboration as well as the Bridges Out of Poverty initiative. SCCC is a forerunner in implementing the Strengths-Based Approach for case management which has been adopted to Boulder County's Strategic Plan. We share our facility with four agencies that provide community services and create ease for referrals. As demonstrated through our collaborations with other agencies and initiatives our relationships extend beyond our geographic scope to help fully address need in our region.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

We greatly appreciate the City of Louisville's consistent support of our services since 2012. Over the past five years we have observed a steady demonstration of need from the residents of Louisville with, this past year, serving 1,278 individuals, which is the equivalent of 94%* of the Louisville's impoverished population.

*This percentage is based upon 2013 data from the US Census Bureau, which reports the City of Louisville as having a 6.8% poverty rate, or 1,368 residents.

(Note: Our most recent 2015-2016 fiscal year's financial statements will not be available until early 2017. Please find our most recent audited financial statements attached to this application.)

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Please note, below is an itemization of our cash budget for the 16-17 FY. At this time, we do not have a budget for the 17-18 FY, however, based upon previous years' financials, our 16-17 FY budget can be appropriately referenced for the 17-18 FY. In-kind gift projections for FY 16 -17 is \$2.3 million.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Donations Income	\$605,000	31%
F.E.M.A	\$16,000	0.8%
FRCA (Family Resource Center Association)	\$112,000	6%
Government Contracts	\$415,000	21%
Operational & Program Grants	\$170,000	9%
Thrift Store Sales	\$579,500	30%
Salvage	\$28,000	0.9%
Tenant Lease Income	\$9,985	0.5%
Restricted Income (other)	\$15,000	0.8%
Total Funding (gross)	\$1,950,485	100%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Executive Director
Suzanne Crawford

Telephone Number:
(303) 665-4342 x104

E-Mail Address: suzanne@sistercarmen.org

Signature



Board President
Don Sprague

Telephone Number
(720) 890-8700

E-Mail Address: don@equitrustlending.com

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Sister Carmen Community Center - Board of Directors FY 15 - 16

Don Sprague –Chair
Equitrust Lending
Boulder, CO
2017 (end of third term - elected in 2013 after the requisite one year off after two terms)
CFO: mortgage, finance, and real estate expertise

Jeff King – Vice Chair and Secretary
FirstBank
Longmont, CO
2016 (end of second term)
Senior VP: financial and real estate expertise

Larissa Caparachini
325 Vernier Avenue
Lafayette, CO 80026
Previous SCCC Participant

Ralph Mitchell
DaVita
Broomfield, CO
2018 (end of first term)
IT Director: business expertise

Jacqueline Molenaar
2587 Ginny Way
Lafayette, CO
2019 (end of first term)
Finance and Development

Sharlene Reynolds
1771 Casey Ct
Lafayette, CO
Attorney

Kathy Rimar
2950 Hunt Ct.
Erie, CO 80516
2019 (end of first term)
Retired Attorney and licensed professional counselor

Joel Sayres
Faegre Baker Daniels LLP
Superior, CO
2016 (end of first term)
Attorney: general legal advice

Sister Carmen Community Center Key Staff 2016

Suzanne Crawford - Chief Executive Officer

Suzanne has over 20 years of experience in nonprofit and retail management. She began her position as Chief Executive Officer of the Sister Carmen Community Center in January 2005. Before that, Suzanne worked for the American Red Cross for over six years in Disaster Services and as the Boulder and Broomfield Branch Manager.

Marc Cowell - Director of Programs

Marc joined Sister Carmen Community Center's team in 2015. He has dedicated over 20 year to working for nonprofits in the human services field. Prior to coming to Sister Carmen, Marc served as Program Director at Laradon and Executive Director at the Tiny Tim Center. Additionally, he is an active member of the Boulder County community serving on several Boards and Councils.

Myra Cseke - Director of Development

Myra has over 14 years of experience working for nonprofits. Prior to Sister Carmen Community Center Myra worked for TRU Community Care as the Philanthropic Services Manager and held positions at Volunteers for Outdoor Colorado, Outdoor Writers Association of American and the Life's End Institute.

Claire Davis – Retail Director

Claire joined the SCCC staff in 2012. She has over 10 years of retail experience and chose to shift into nonprofit work because of her desire to use her skills to help others.

Trish Devlin – Human Resource Manager

Trish has 18 years of Human Resource experience. Before coming to SCCC, she worked in high-tech manufacturing as the HR Generalist for 7 years and then as the HR Business partner for 11 years in consumer products manufacturing.

Dan Greeley – Facilities/Operations Director

Dan has experience leading several Sister Carmen Community Center departments over the last nine years. Prior to his current role, he served as the Thrift Store (Retail) Director.

Ann Huggins – Volunteer Manager

Ann joined the SCCC staff in 2012 after some time as a SCCC volunteer. She has been a part of the nonprofit world and worked with volunteers for over 12 years. Previous work has included, Habitat for Humanity and the American Solar Energy Society. Ann has a BA in Environmental Conservation and Geography and a Green Building Certificate from Colorado State University.



2015 Highlights

DEMOGRAPHICS



9,128
individuals served



36%
served are
children
(birth to 17)



5%
served are
seniors (65+)



62% are single or divorced



41% are unemployed & looking for work



23% are working, but underemployed



20% do not have health insurance



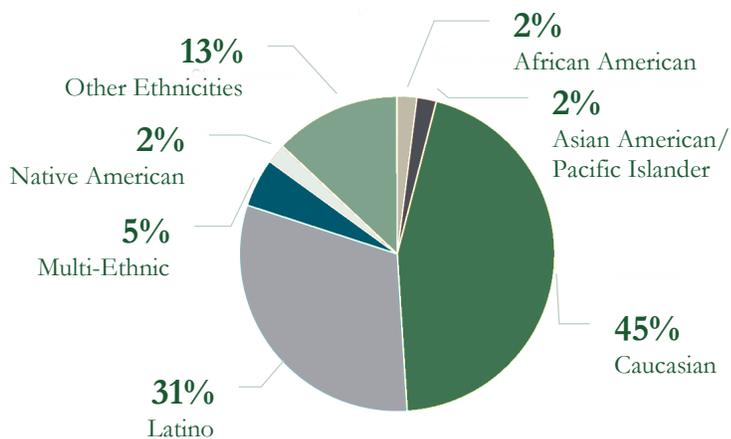
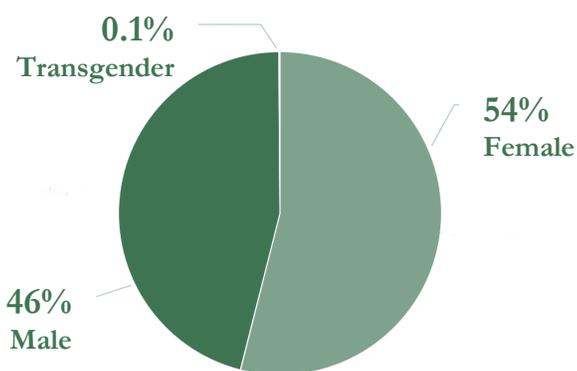
3.8% are retired or on fixed income



3.1% receive social security



26% receive social security disability



Over the past year, we witnessed an increase demand of over 1,000 residents of East Boulder County. This trend is in large part likely due to the decline of affordable housing in Boulder County, which we observe to be pricing out low-income and middle-class families. Although the number of children we serve dropped by 3%, this population still remains one of the highest we serve at 62%. There was a substantial drop in the number of uninsured residents served (32% to 20%) due to the Affordable Care Act. Additionally, last year we began including the transgender population in our demographic reports, which was not previously reported on and explains the increase.

ADVOCACY

985

individuals received
advocacy services

The number of individuals accessing our advocacy services has remained stable over the past couple years. However, we have seen a 25% increase in families needing to receive short-term mortgage or rental assistance, and, although we saw a decrease in the number of households receiving utility assistance, the amount of utility assistance provided on average per household rose from \$441 to \$500.



**Preventing
homelessness**

611 households received housing assistance*



185

families received
mortgage or rent
assistance



\$91,147.98

distributed to
families for
mortgage or rent
assistance



189

families received
utility assistance



\$94,433.00

distributed to
families for utility
assistance

**Housing
Stabilization
Program**

110 participants
received HSP

\$378,032.32

HSP funds distributed

* 33 participants were denied housing assistance. These denials were due to either 1) participants being opposed to developing or enacting a long-term plan to become stable (a key requirement for residents receiving financial aid for housing) or 2) SCCC had exhausted the housing budget for the month.

OTHER ADVOCACY SERVICES



478 families educated on
financial planning and budgeting



266 families assisted in working
towards or obtaining employment



609 households supported in
building relationships



217 households supported with
self-advocacy



213 families connected with
health insurance



45 families visited at home by
Advocates



Supplied \$17,345 in Thrift Store vouchers for essential items to families

Housing assistance, financial planning, relationship building, self-advocacy and employment coaching have decreased since 2014 as these services will only be tracked in the database for Tier 1 level need participants if they are expressed as goals by these participant(s). Additionally, healthcare access service is decreasing as Healthy Kids & Adults has taken over the lead in addressing this need for Boulder County.



NUTRITION & HEALTHY LIVING



1,311,606
pounds of food distributed



2,467 families received food



15,255 visits from families
to our food bank



1,264 pounds of food produced
from our onsite, community garden

NUTRITION & EXERCISE CLASSES

NUTRITION & HEALTHY FOOD CHOICES



297 individuals attended
113 classes offered

ZUMBA, YOGA & WALKING GROUP



5 classes
per week



192 individuals
attended
1+ classes

EATING SMART, BEING ACTIVE



56 individuals attended
32 classes offered
NEW! 16 classes offered in Spanish

OTHER HEALTH SERVICES



13 participants received
prescription assistance



100 individuals received onsite
mental health counseling

NEW!



Spent **\$6,800** on
vision needs
(e.g. exams, equipment,
eyeglasses, etc.)
for **13** participants

Last year, SCCC was fortunate to be able to distribute more food per household as we experienced an increase of in-kind food donations from our community. We believe the number of families receiving food has decreased slightly due to an internal database cleanup, which resulted in the consolidation of duplicated entries. Additionally, in 2015 we began a new service of providing free vision-related needs to participants, as these items are essential, but can often be too costly for families that are struggling to make ends meet.



CHILD & PARENT SERVICES

Since 2014, we saw over a 45% increase of attendance in our “Alcohol, Drugs & Kids Don’t Mix” program, as well as a 25% increase of attendance in our Nurturing Parenting Program. Additionally, we are excited to continue to offer CATCH Kids in partnership with Pioneer Elementary School.



EMPOWERING PARENTS

128

parents gained new information on parenting skills and positive alternatives for discipline



36 Nurturing Parenting classes

55 adults attended

75 kids attended a concurrent class to develop emotional skills to build stronger relationship with their families



15 “Alcohol, Drugs & Kids Don’t Mix” classes

73 adults attended

KEEPING KIDS HEALTHY



“Exploring Food Together” class

140 individuals attended

45 classes offered



CATCH Kids

101 individuals attended

45 classes offered



49 individuals received onsite Developmental Health Screening



Family Resource Center Association
Connecting Resources, Impacting Lives





GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12, 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization	<u>TRU Community Care (formerly Hospice Care of Boulder and Broomfield Counties)</u>		
Program Title or	<u>General Operating</u>		
Contact Person	<u>Annette Mainland</u>	Title	<u>VP of Philanthropy</u>
Address	<u>2594 Trailridge Drive East, Lafayette, CO 80026</u>		
Telephone	<u>(303) 604-5261</u>	E-Mail	<u>AnnetteMainland@trucare.org</u>
Non-Profit Status	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	In Process <input type="checkbox"/>
Program Duration (if applicable)	Begin <u>ongoing</u>	End	<u></u>
Grant Amount Requested for 2017 and/or 2018	\$ <u>1,500</u>	\$	<u>1,500</u>

CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Our mission is to ensure that everyone in our community can live with advanced illness as comfortably, confidently, and fully as possible. TRU Community Care, formerly HospiceCare of Boulder and Broomfield Counties, was established in 1976 as Colorado's first hospice and one of the first dozen hospices in the United States and celebrates 40 years of service this year. TRU Community Care was launched by visionary founders who recognized clear gaps in care for those who were dying and grieving.

Strategies to achieve our mission include maintaining relationships with physician referral sources to keep doctors apprised of our service offerings and our desire to be of service to a broad array of community members. TRU maintains contacts through community education and outreach, fundraising efforts, our TRU Hospice Thrift Shop, and a wide variety of volunteer opportunities that help create ambassadors for our important services.

The need for hospice services is apparent. According to National Hospice Foundation research, 80% of Americans want to receive end-of-life care in the comfort of their homes, surrounded by the people they love rather than enduring repeated hospitalization. Furthermore, recent studies confirm that hospice is not only a more cost effective option (Taylor, et. al., *Social Science and Medicine*, 2007), it also improves quality of life for patients and their families (Wright, et. al., *Journal of Clinical Oncology*, March 2010) and actually prolongs life for some terminally ill patients (Connor, et. al, *Journal of Pain and Symptom Management*, March 2007).

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

A grant from the City of Louisville will help cover the costs of unreimbursed medical, emotional, and spiritual care and support for terminally ill patients who reside in Louisville. Many of the services we offer are reimbursed by insurances, but annually, more than \$1 million of our mission-related services (e.g., indigent care via our Patient Care fund, grief services for anyone in our community seeking support, our TRU Hospice Care Center) are not fully reimbursed and therefore, we seek community support.

Once admitted, patients are assigned to an interdisciplinary team consisting of a staff physician, nurse, social worker, chaplain, certified nursing assistant, and bereavement counselor. One or more volunteers also may assist with care based on patient and family needs. Interdisciplinary teams will work with Louisville patients and their families to create individualized care plans tailored to their specific needs and preferences. Exceptional care will be based on this plan and provided where the patient resides or at the TRU Hospice Care Center. After the patient dies, a grief counselor will follow up with family members to ensure they receive appropriate support. Individual and family counseling will be available for up to 13 months after the death as well as a wide variety of age and loss-specific grief resources and support groups for as long as needed.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.

TRU Community Care serves people with an end-stage diagnosis in Boulder, Broomfield, Adams Counties and beyond. Patients are referred by local physicians in private practice, at hospitals, clinics and Federally Qualified Health Centers. In Louisville, we reach out to physicians, facilities such as Balfour Senior Residences and others where seniors are cared for to maintain strong relationships with staff and to help them understand the up-to-date service offerings from TRU. TRU also has a relationship with Children's Hospital Colorado to care for hospice-appropriate children.

- Qualitative measures: How will you measure the success of this program/activity?

Success of the program is evaluated by TRU's Vice President of Clinical Services who receives, analyzes, and disseminates Medicare evaluation results and implements appropriate improvement strategies. This information is monitored by TRU's Quality and Compliance Committee. The President & CEO and department directors regularly review patient statistics, quality of care, finances, and policies. TRU's board provides guidance and governs overall agency function to ensure optimum effectiveness.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

TRU has provided services in Boulder County and beyond for 40 years. One of our successes this year was constructing a building in Lafayette to house a new program that will start for us as early as this fall. The program known as a program of all-inclusive care for the elderly (or PACE) will enable TRU to create a continuum of care for frail seniors who would otherwise enter a nursing home. We are thrilled to soon launch this program and serve a larger contingent of Boulder County seniors.

This year, our greatest challenge comes in the form of attracting and retaining medical staff members, especially nurses. At last count, there are more than 3,500 nursing openings in Colorado, a real shortage of appropriately trained staff; and, couple that with huge competition from large systems operating hospitals and free-standing Emergency Departments, and it makes it difficult for smaller organizations like ours to compete. In response, we have instituted THRIVE, an internal program engaging supervisors and professional development staff to mentor new hires for their first year on the job through individual and cohort training and support.

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents? The TRU Board of Directors is comprised of 16 members. One member lives in Louisville.

- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents? TRU employs 153 FTE staff and six of those reside in Louisville.

- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year. Volunteers for TRU perform a variety of duties including patient care (such as respite for caregivers/family members, support at the bedside/companionship), administrative volunteers, fundraising volunteers, and thrift shop volunteers. In 2015, 385 active volunteers (10 who reside in Louisville) contributed 24,958 hours to lend comfort, support, and companionship to our patients and their families; administrative assistance throughout the organization; essential staffing at our TRU Hospice Thrift Shop; and grief and loss support. Volunteers also enable us to offer therapies, including comfort touch, music, aromatherapy, and pet visits that help reduce anxiety and relieve stress for our patients and their families.

- Who will be responsible for the administration of the program or service? Our clinical team led by our Vice Presidents of Clinical Services and our Vice President of Quality and Compliance lead the teams of caregivers that include physicians, nurses, certified nurse assistants, social workers, and chaplains. Each patient is assigned a team of practitioners who manage the care of the patient based on the patient's individual needs.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

TRU Community Care was the first nonprofit hospice in our community and is unique in offering specialized cardiac and pulmonary programs, a palliative physician practice, pediatric care, and our inpatient facility for acute care. Many area hospices refer families to TRU for grief services, which are offered free of charge to anyone in our community.

Additionally, TRU Community Care offers our TRU Hospice Care Center, located at Boulder Community Health, Broadway Campus (1100 Balsam Avenue, Boulder). Our 10-bed inpatient unit offers the intensive care that some patients need to manage symptoms and offers patient families respite when caregivers have the need for assistance from our staff in a home-like setting. TRU Hospice Care Center is the only inpatient unit of its kind in Boulder County.

Other agencies in our area that provide hospice services include: Agape, Accent, Covenant, Front Range

Hospice, Gentiva Hospice, Grace Hospice, Heartland Hospice, Halcyon Hospice, Optum Hospice, Pathways Hospice, Suncrest Hospice, and The Denver Hospice.

TRU has longstanding cooperative relationships with area physicians, hospitals, medical clinics, schools, and homeless shelters that regularly refer individuals to our agency because they know they can trust TRU's experienced staff to provide compassionate, high-quality care. Our palliative home health program, designed in collaboration with Kaiser Permanente, enables patients to receive palliative care while pursuing curative treatments for life-limiting illnesses. TRU's staff collaborates with and refers to other nonprofit agencies whenever appropriate to provide optimal support and assistance. Imagine!, ALS Association, Boulder County Area on Aging, Medicine Horse, area school districts, and Clinica Campesina are just a few of the organizations we partner with to serve our community.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

As a community nonprofit organization, TRU Community Care is committed to serving our area, Louisville included, to provide for the needs of our patients. Our commitment to care is carried out daily in the homes of our patients and with support to their families. Our services are delivered to the community both inside and outside TRU patient families through our Grief Services support and with our most acute patients at the TRU Hospice Care Center. We operate both of these lines of service without regard to the operating losses they represent. These services represent almost \$670,000 in unreimbursed costs annually and are two of the reasons we ask our communities to invest in our care offerings.

In May 2016, the lease for our inpatient unit ended at Balfour Residences. We have moved our care center to Boulder and seek a permanent home for the unit, hopefully returning to the east part of Boulder County in late 2017. It was our pleasure to serve our patients from this Louisville location, and we would have stayed if the lease had been renewed. We want you to know that we will continue to serve our patients who are Louisville residents with the same compassionate care and concern as we have for forty years, and we hope the City of Louisville will continue to honor this work with your support.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for your 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Government Grants		0.1
Foundations		0.15
Events (including sponsorships)		1.5
Individual Contributions		5.5
Fees/Earned Income		91.0
Workplace Giving Campaigns		0.2
In-Kind Contributions		0.1
Other: Investment, miscellaneous		1.45

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature




Agency Director

Board President

303-604-5244

303-604-6030

Telephone Number

Telephone Number

darlaschueth@trucare.org

rromeo@elderlawcolorado.com

E-Mail Address

E-Mail Address

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Trusted
Responsive
Unparalleled

formerly HospiceCare of Boulder & Broomfield Counties

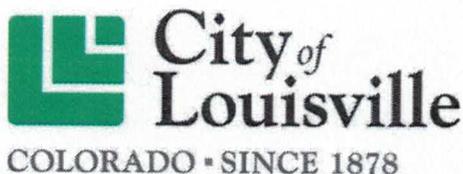
COMMUNITYCARE

Hospice | Supportive Services

JANUARY 2016 Board Directory

<p>BICKERS, Laura H. (Kenneth) 1153 Princeton Drive Longmont CO 80503 H/C: 303.709.5432 W: 303.651.5280 Lhbickers@comcast.net</p>	<p>Community Volunteer & Staff Chaplain Per Diem, Longmont United Hospital Effective 1/14 Quality and Compliance Committee</p>
<p>BRENNING, Bryan -- Secretary 4025 Saint Cloud Drive, Suite 100 Loveland, CO 80538 P: 303-902-4062 bryan-brenning@leavitt.com</p>	<p>Ewing-Leavitt Insurance Agency, Inc., Vice President Effective 7/2014 Executive Committee</p>
<p>EVANS, Martha (Marty) C. (Robert Trembly) Vice Chair 4400 Sioux Drive Boulder CO 80303 H/W: 720.304.3490 itsmemartee@aol.com</p>	<p>President, MACE Associates, LLC Effective 1/14 Executive Committee Chair, Capital Campaign Steering Committee</p>
<p>FRANK, Daniel J. (Kathy) Treasurer 2636 Falcon Drive Longmont CO 80503 H: 303.385.3598 W: 303.651.5488 F: 303.651.5154 dfrank@luhcares.org</p>	<p>CFO, Longmont United Hospital Effective 1/14 Chair, Finance Committee Executive Committee</p>
<p>HEYART, Mark 3519 Brunner Blvd. Johnstown, CO 80534 P: 970-344-6662 MHeyart@me.com</p>	<p>Police Department - CU Boulder Effective 7/2014</p>
<p>JENSEN, Jamie D. (Ken) 4136 Zenobia Street Denver, CO 80212 H: 720-939-3068 W: 303-415-7851 jjensen@bch.org</p>	<p>Effective 1/16 COO, Ambulatory Services Boulder Community Health Finance Committee</p>
<p>KERSCHEN, Susan E. (Michael) 16675 Edwards Way Broomfield, CO 80023 W: 303-689-5207 C: 303-242-7929 susan.kerschen@sclhs.net</p>	<p>Effective 1/16 Vice-President, Chief Nursing Officer Good Samaritan Medical Center Quality and Compliance Committee</p>
<p>LAWRENCE, Richard W. (Barbara) 2382 Hillside Terrace Lafayette, CO 80026 H: 303-673-0367 C: 303-579-8181 W: 303-443-2433 rick@sblfinancial.com</p>	<p>Effective 1/15 CEO, Sargent Bickham Lagudis Capital Campaign Committee</p>

<p>MARUSIAK, David F. (Sarah) 2048 Heron Ct. Longmont, CO 80503 H: 303-776-4694 W: 720-264-5405 C: 720-498-9419 dmarusiak@cobizbank.com</p>	<p>Effective 1/16 Senior Vice-President Colorado Business Bank Finance Committee</p>
<p>ROMEO, Rick (Karen) -- Chair Vincent, Romeo & Rodriguez, LLC 1510 Bluebell Avenue Boulder, CO 80302 H: 303.440.9056 W: 303.604.6030 C: 720.234.8920 F: 303.604.6052 rromeo@elderlawcolorado.com</p>	<p>Partner, Vincent, Romeo & Rodriguez, LLC Effective 4/13 Executive Committee</p>
<p>SCHAFFER, Timothy J. (Shelley)— Immediate Past Chair Schafer Thomas Maez PC 4 Garden Center, Ste 200 Broomfield, CO 80020 W: 303.469.7367 tschafer@stmlawfirm.com</p>	<p>Attorney, Schafer Thomas Maez PC Effective 1/10 Executive Committee Capital Campaign Steering Committee</p>
<p>SCHUETH, Darla (Steve)—President & CEO 4899 Hopkins Place Boulder, CO 80301 W: 303.604.5244 F: 303.604.5393 H: 303.998.1141 C: 720-984-4981 darlaschueth@trucare.org</p>	<p>BSN, MBA in Health and Medical Services Administration Appointed 1/01 Executive Committee Ex officio all other committees</p>
<p>SLOUGH, Diana — (Randy Leever) 7784 Baseline Road; Boulder, CO 80303 Work Address: 3033 Iris Ave; Boulder, CO 80301 C: 303-817-2814 H: 303.579-4093 W: 303.938.5605 dslough@fnni.com</p>	<p>Senior Advisor First National Wealth Management, Boulder Effective 1/11 Capital Campaign Steering Committee</p>
<p>SNYDER, Linda 1648 Albion Lane Longmont, CO 80503 H: 303.678.1019 W: 303.776.2992 F: 303.776.4105 linda@snyderjewelers.com</p>	<p>President/Owner, Snyder Jewelers, Inc. Effective 1/12 Executive Committee Chair, Nominating Committee</p>
<p>STEINHAUER, Dr. Peter (Julie) 7492 Spring Drive Boulder, CO 80303 H: 303.499.1278 peter.steinbauer@cu.edu</p>	<p>Retired, Oral and Maxillo-Facial Surgeon and University of Colorado Board of Regents Effective 1/11 Chair, Quality & Compliance Committee</p>
<p>WILLIAMS, James F. (Nancy Allen) 948 St. Andrews Lane Louisville CO 80027 H: 303.665.1124 W: 303.492.7511 F: 303.494.3340 James.williams@colorado.edu</p>	<p>Dean of Libraries, University of Colorado, Boulder Effective 1/1 Capital Campaign Steering Committee</p>



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

Please answer the following questions as concisely as possible in the space provided. If additional information is required, it will be requested by e-mail or telephone after the Finance Committee has reviewed the application.

The proposal summary should be signed by both an official of the agency's governing board and, if applicable, the agency's director.

One (1) hard copy of the application and all required attachments may be submitted to:

City of Louisville
 Kevin Watson
 Director of Finance
 749 Main Street
 Louisville, CO 80027

Or in pdf-format via e-mail to: kevinw@louisvilleco.gov

Applications are due on or before 5:00 p.m., Friday, August 12 2016

Required Attachments:

- List of Board of Directors and key officers or active volunteers.
- Copy of agency's 501(c)(3) tax ruling from IRS.

Organization Voices For Children CASA
 Program Title or General Operating CASA Program
 Contact Person Nia Wassink Title Executive Director
 Address 6672 Gunpark Dr. Suite 100 Boulder, CO 80301 **NOTE NEW ADDRESS**
 Telephone 303.440.7059 E-Mail nia@vfccasa.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin 03/15/1985 End Ongoing

	2017	2018
Grant Amount Requested	<u>\$500</u>	<u>\$500</u>

CITY OF LOUISVILLE, COLORADO GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

1. **Organizational background:** What is the mission of your organization? Briefly present the strategies you use to achieve your mission. What is the source of information used to verify the need for the services your organization provides?

Mission: To provide trained, court-appointed volunteers who advocate for abused and neglected children in Boulder County.

Strategies: We achieve this mission through the recruitment, training, and support of CASA volunteers. These volunteers provide powerful advocacy for abused and neglected children both to the courts and for community resources and supports.

Information Sources: The primary source of information is directly from the Courts, whether by the number of case filings they receive, the types of cases processing through, or different needs of families they see. We also look to our partners in the community – other organizations working with our families at different points in the process, which include the Boulder County Dept. of Housing and Human Services, Blue Sky Bridge at the onset of an investigation, and Children First of the Rockies, for safe exchanges and supervised visits.

2. **Program description:** What are the specific activities/programs for which you are requesting funding? If requesting general/operating support, provide an overview of the organization's activities.

CASA Program

CASAs are passionate volunteers who stand for the basic human rights of children. They become confidants, mentors, and often, long-term connections for these children. The value of a CASA is well-documented:

- Children with CASAs receive more services via “the system” than those without.
- Children with CASAs are more likely to be adopted.
- Children with CASAs are less likely to be re-abused.
- Children with CASAs are more likely to graduate from high school.

Our CASAs meet with the children at least monthly (and more often weekly) to check-in on their needs and investigate their unique situations. The results of these investigations are then compiled into reports to the court and other professionals on the case (attorneys, caseworkers, etc.). The information the CASAs gather is a critical part of the decision-making process for the Magistrate who oversees these cases.

Prior to serving on a case, CASAs go through rigorous background checks, interviews, and an extensive training course (35 hours in length). They each have diverse backgrounds of experience from therapists, to teachers, to parents.

The greatest difference between a CASA and the other professionals involved in these cases is that, unlike the overburdened court system, the caseworkers handling 25+ families at a time and the attorneys with caseloads of 30 – 50 children, our CASA volunteers only serve one family at a time. This allows them to get to know the children in-depth and provides them with greater flexibility to investigate, from visiting with school personnel, assisting with supervised visitations, or calling doctors for medical information.

In 2015, CASAs served 147 children. CASA volunteers donated over 3,000 hours and

drove over 31,000 miles in service to these children.

3. **Program measurements:** Provide the following information for the program/activities for which funding is requested:

- Quantitative measures: For example, describe the overall population and geographic area targeted for service, with more specific information about the population you expect to reach in Louisville.
 - We serve abused and neglected children in Boulder County with an open Dependency & Neglect case. These children range in age from newborns to 19 years old. In 2015, we served 147 children, 2 of whom were from the City of Louisville. We also had over 100 active CASA volunteers, 8 of whom are from Louisville.
- Qualitative measures: How will you measure the success of this program/activity?

The primary way we measure success is by case closure reviews. Whenever a CASA has a case closed, they report to their supervisor at VFC regarding the reason for closure and how the case progressed. The goal is that every child's case closes because they are placed in a safe, permanent home.

In late 201, we also began collecting outcome data on children, as part of a statewide CASA project. This data is currently being analyzed.

4. **Evaluation:** If you offered this program in the past year, provide a brief description of successes and challenges. What, if any, changes will you implement to address this evaluation?

We also measure success via written surveys given to both the Guardian ad Litem attorneys on the case and caseworkers. The 2015 survey results indicate that our CASAs are viewed as unbiased, trustworthy, and able to effectively help the families and also able to help make recommendations on the placement the child's placement.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents?
 - 11 total members, 1 from Louisville
- How many staff does your organization employ and what is the total full-time equivalent? Are any of your staff members Louisville residents?
 - 4 staff members, 4.00 FTE, 0 Louisville residents
- Does your organization utilize volunteers? If yes, provide a brief description of their role and the approximate number of volunteer hours donated in a year.
 - Yes, the direct service to children is provided by our CASA volunteers. In 2015, they donated over 3,000 hours in service to their children and drove over 30,000 miles.
- Who will be responsible for the administration of the program or service?
 - Staff at VFC CASA manage the program and supervise the CASA volunteers. Direct supervision is done by the Program Manager, Dana Walters, and Advocate Coordinator, Jessica Thompson. We also utilize volunteer "Peer Coordinators" to assist in managing and supporting CASA volunteers.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe any cooperative or collaborative efforts between your organization and the other agencies.

There are 16 CASA programs in Colorado. We work closely with one another to share resources, provide collaborative trainings, and even are working on a joint fundraising campaign with our sister program in Adams & Broomfield counties. Each program serves a unique judicial district.

We also work to support and collaborative with other child welfare agencies, including Safe Shelter of St. Vrain Valley, Blue Sky Bridge, and Attention Homes. We are currently working on a collaborative project with the County's Department of Housing and Human Services, Attention Homes (the youth shelter in Boulder County) and Realities for Children around career support and mentorship for systems-involved youth.

9. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

*The amounts given in the sources of funding section of the application are for a 12-month period.

**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

Please list all funding sources anticipated for the 2017-2018 fiscal years for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
VOCA – Federal	25,000	7%
IV-E – Federal	8,000	2%
VALE – State	37,000	10%
State of Colorado – OCR	35,000	9%
Boulder County	31,930	9%
City of Longmont	10,000	3%
City of Lafayette	1,500	1%
Foundations	75,000	20%
Fundraising & Contributions	122,791	33%
Investment Income	28,000	7%

I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature



Nia Wassink
Agency Director

303.440.7059
Telephone Number

nia@vfccasa.org
E-Mail Address

Signature



Jill Kenney
Board President

303-543-6054
Telephone Number

jill_kenney@msn.com
E-Mail Address

Applications may be considered public record after presentation to the Finance Committee pursuant to City Ordinance and the Colorado Open Records Act. The City will notify the applicant of any request for disclosure and it will be the responsibility of the applicant to object and to pursue any legal actions pursuant to Colorado law. An applicant shall notify the City within 24 hours of notification by the City of request for disclosure of the applicant's objections to disclosure and the applicant's intent to pursue lawful protection under Colorado law. Any proprietary or otherwise sensitive information contained in the application is subject to potential disclosure. Submitting it waives any recourse with respect to disclosure and indemnifies the City for any charges directly related to the City's disclosure.

**Voices For Children CASA
Board Of Directors Roster**
February 2016

PRESIDENT

Jill Kenney, Attorney
Jan. 2012, Exec. Comm, Finance
2817 Tierra Ridge Ct
Superior, CO 80027-8012
H: 303-543-6054
W: 303-249-8733
jill_kenney@msn.com

VICE PRESIDENT

Jordan Bunch, Attorney
Dec. 2013, Leadership
6880 W. 91st Court 16-101
Westminster, CO 80021
C: 303.949.2994
W: 303.494.3000
j.jean.bunch@gmail.com

TREASURER

Natalia Crofut, Finance
Sept. 2012, Child Enrichment,
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546 Granite Dr.
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H: 303-543-2236
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nat.crofut@gmail.com

CO-SECRETARIES

**Alex Mikishko, Retired Materials
Manager**
June 2014, Exec. Comm, Facility
Task Force
3822 S. Torrey's Peak Dr.
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H: 303-325-3135
alex.mikishko@comcast.net

Megan Percy, Finance
September 2013, Finance
2835 Pearl St., Suite A
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W: 720-304-4900
megan.percy@efirstbank.com

BOARD MEMBERS

Wendy Ahrendt, CASA
Nov. 2013, Ambassadors, Facility
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2058 Balsam Dr.
Boulder, CO 80304
H: 303-444-5213
C: 303-946-5214
ahrendtwendy@aol.com

André Becklund, Finance
Oct 2015, Leadership, Facility Task
Force
1897 Morris Ct
Erie, CO 80516
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Luiz Blanco-Bertolo

February 2016
16 Chautauqua Park
Boulder, CO 80302
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Patricia Burgess

February 2016
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Patricia.burgess@yahoo.com

Aria Martin-Ward

February 2016
1145 Hillside Ct.
Louisville, CO 80027
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akkmartinlife@gmail.com

Non-Voting Members

Tracy Thompson
2016, Leeds Fellow
719.434.0664
tracy.thompson@colorado.edu

Nia Wassink

Executive Director
C: (616) 886.7348
W: (303) 440.7059
nia@vfccasa.org

**SUBJECT: RESOLUTION NO. __, SERIES 2016 – A RESOLUTION
SETTING CERTAIN FEES, RATES, AND CHARGES FOR THE
CITY OF LOUISVILLE, COLORADO**

DATE: DECEMBER 20, 2016

**PRESENTED BY: MALCOLM FLEMING, CITY MANAGER
KEVIN WATSON, FINANCE DEPARTMENT**

SUMMARY:

Each year Council adopts a Resolution setting certain City fees, rates, and charges for upcoming year. The attached Resolution for Council consideration sets those fees, rates, and charges for 2017. In Exhibit A to the Resolution, all changes from current fees, rates, and charges are highlighted in red. Changes to fees made during 2016, after the 2015 Resolution, to utility fees have been noted in Exhibit A by highlighting the 2016 Resolution number.

In addition to those fees approved by Council through Resolution, Council, through Ordinance 1603, Series 2011, also authorized the City Manager to set certain fees, rates, and charges not otherwise set by the City Council. The fees set by the City Manager include such things as fees for photo copies, maps and documents, development application reviews, and recreation classes, rental rates for various facilities, and charges for cemetery plots and services. The City Manager sets these fees and charges to recover costs and defray expenses and not as a mechanism for raising revenue. Therefore, also attached is a list of fees the City Manager has approved for 2017. All changes from current fees, rates, and charges are highlighted in red.

The fees, rates, and charges approved by Council through Resolution and those set by the City Manager are published on the City's website at:
<http://www.louisvilleco.gov/residents/fees>

FISCAL IMPACT:

As a whole, charges for services make up a significant portion of the City's revenue. However, the overall fiscal impact of this resolution is relatively minimal because there are relatively minor changes to mostly smaller fees.

RECOMMENDATION:

Staff recommends approval of Resolution No. __, Series 2016.

SUBJECT: RESOLUTION SETTING CERTAIN FEES, RATES, AND CHARGES

DATE: DECEMBER 20, 2016

PAGE 2 OF 2

ATTACHMENTS:

1. Resolution No. __, Series 2016
2. Exhibit A to Resolution No. __, Series 2016 (items highlighted in red reflect changes from the current fee)
3. Schedule of 2017 Fees to be set by the City Manager (items highlighted in red reflect changes from the current fee)

RESOLUTION NO. ___
SERIES 2016

A RESOLUTION SETTING CERTAIN FEES, RATES, AND CHARGES FOR THE CITY OF LOUISVILLE, COLORADO.

WHEREAS, pursuant to the Louisville Municipal Code, the City Council is authorized to establish certain fees, rates, and charges by resolution; and

WHEREAS, the City Council wishes to establish by this resolution the amounts of certain fees, rates, and charges commencing with the effective date of this resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

SECTION 1. Pursuant to authorization in the Louisville Municipal Code, the Louisville City Council hereby establishes certain fees, rates, and charges in accordance with the schedules and tables attached and made a part hereof.

SECTION 2. The fees, rates, and charges set by this resolution shall be effective January 1, 2017 and may thereafter be amended from time to time by resolution of the City Council.

SECTION 3. The fees, rates, and charges set by this resolution shall supersede and replace any fees, rates, or charges previously set or adopted by the City Council for the same purpose. However, the same shall not be deemed to release, extinguish, alter, modify, or change in whole or in part any liability which shall have been previously incurred, and the superseded or replaced provision shall be treated and held as still remaining in force for the purpose of sustaining any judgment, decree, or order.

SECTION 4. If any portion of this resolution is held to be invalid for any reason, such decisions shall not affect the validity of the remaining portions hereof.

PASSED AND ADOPTED this 20th day of December 2016.

City of Louisville

By: _____
Robert P. Muckle
Mayor

ATTEST:

By: _____
Meredyth Muth
City Clerk

Resolution __, Series 2016

Code Section Ref.	Fee Description	Fee	Additional Fee Information	Staff Responsibility
1.24.010	Credit on Fine or for time served	50.00	Per 24hrs.	Deputy Manager
3.20.402.C	Sales/Use Tax License	25.00		Finance Director
5.04.070	Business Registration		Replaced by Sales/Use Tax License	
5.08.040	Liquor Application and registration fee		List, see Table 1	Deputy Manager
5.08.050	Liquor License annual fees (local)		List, see Table 2	Deputy Manager
5.08.070	Liquor Special Event Permit fees		List, see Table 3	Deputy Manager
5.10.060/5.11.060	Marijuana Establishment - Application fees	3,000.00	plus \$100 for fingerprinting and background check	Deputy Manager
5.10.090.C/5.11.100C	Marijuana Establishment - Late Renewal Application Fee	500.00		Deputy Manager
5.10.100/5.11.100/110	Marijuana Establishment - Annual Renewal/Operating License Fee	1,500.00		Deputy Manager
5.10.130.D/5.11.140D	Marijuana Establishment - Modification of Premises	1,500.00		Deputy Manager
5.10.110.B/5.11.120B	Marijuana Establishment - Change in Location Application Fee	1,500.00		Deputy Manager
5.10.130.C/5.11.140C	Marijuana Establishment - Transfer of Ownership Application Fee	3,000.00		Deputy Manager
5.12.020	Contractor's Licenses, application and fee		List, see Table 4	Planning Director
5.16.040	Massage Parlor, Application Fee	350.00		Deputy Manager
5.16.130	Massage Parlor, Initial fee, and annual renewal	350.00	\$150 each renewal	Deputy Manager
5.18.050	Sexually Oriented Businesses, License fee	200.00	Annual	Planning Director
	Sexually Oriented Businesses, Manager fee	50.00		Planning Director
	Sexually Oriented Businesses, Application Fee	500.00		Planning Director
5.20.050	Cable TV system - New Application	1,000.00		Deputy Manager
	Cable TV system - Transfer or Assignment	500.00		Deputy Manager
6.12.060	Dog License - Spayed or Neutered	10.00		Deputy Manager
	Dog License - Un-Spayed or Un-Neutered	15.00		Deputy Manager
6.12.160	Pit Bull Dog License	25.00	Annual (Ordinance will be amended to reflect pit bull ban)	Deputy Manager
	Pit Bull Dog License - Duplicate Tag	10.00	Licensing for grandfathered pit bulls in 1990 (can be removed)	Deputy Manager
6.20.010	Fowl running at large	0.25	Per fowl	Police Chief
8.08.030	Cutting Weeds, recoup administrative costs	75.00	Up to	Parks Director
8.08.030	Cutting Weeds, recoup administrative costs	150.00	Up to	Parks Director
8.12.200	Arborist License	30.00	Annual	Parks Director
8.40.050	Pest Control, recoup administrative costs	50.00	Up to	Police Chief
8.64.090	Residential Refuse and Recycling		List, see Table 9 (updated September 3, 2013, Resolution 39, 2013)	Public Works Director
9.40.050	Live Music event application fee	20.00		Deputy Manager
9.60.010	Failure to return processing fee, plus cost of item	5.00		Library Director
10.12.230	Bicycle License Fee		No charge	Police Chief
10.18.030	Parking Permit Fee		No parking districts currently exist. Fee established by City Council.	City Manager
12.12.030	Excavation Permit		List, see Table 10	Public Works Director
13.08.130	Turn on water after the violation of supplying water to others	5.00		Public Works Director
13.24.030	Sewer Tap (residential and non-residential)		List, see Table 5	Public Works Director

Code Section Ref.	Fee Description	Fee	Additional Fee Information	Staff Responsibility
13.12.090	Water Rates for Usage, residential and non-residential		List, see Table 7	Public Works Director
	Inside City Limits			Public Works Director
	Outside City Limits		Double In-City rates from Table 7	Public Works Director
13.12.080	Bulk Water Rate			Public Works Director
	Weekly Permit Fee	50.00		Public Works Director
	Deposit for Meter	2,500.00		Public Works Director
	Per 1,000 gallons	7.67	\$7.67/1,000 gallons - beginning with the first gallon	Public Works Director
13.28.030	Residential and Non-residential Sewer rates		List, see Table 6	Public Works Director
13.32.110	Cost Recovery Fees for Wastewater (Annual):			Public Works Director
	Significant Contributor	1,000.00		Public Works Director
	Small Significant Contributor	500.00		Public Works Director
	Potential Contributor (Annual):			Public Works Director
	Class A	500.00		Public Works Director
	Class B	250.00		Public Works Director
	Class C	100.00		Public Works Director
	Class D	50.00		Public Works Director
13.32.125	Surcharge rate for excess BOD and TSS	0.25	BOD per pound	Public Works Director
		0.25	TSS per pound	Public Works Director
		0.25	Oil and Grease per pound	Public Works Director
13.37.040 E 1.	Storm water Utility Service Fee:			Public Works Director
	Single Family Residential	4.23	Per month - Single and Multi Family	Public Works Director
	All Others	4.23	SF of impervious area/3,500 times \$4.23	Public Works Director
14.16.110	Parks, alcohol use	-	Deposit	Parks Director
Section 15, various	Building Permits, Inspections, and Review Fees		List, see Table 8	Planning Director
15.20.050	Mobile Home, licenses, permits, deposits and fees	10.00	Inspection Permit	Planning Director
		30.00	Water Deposit	Planning Director
		5.00	Yearly Inspection	Planning Director
15.24.030	Mobile Home Park operator license	10.00	Operator License	Planning Director
17.20.025	Parking Improvement Fee	3,600.00	Per parking space	Planning Director

Exhibit A

Table 1: Liquor License Application and Manager Registration Fees

The following license application and registration fees shall be paid to the City for all liquor licenses:

- A.—Each application for a new license shall be accompanied by an application fee in the amount of \$625.00.
- B.—Each application for a transfer of location or ownership of an existing license shall be accompanied by a transfer fee in the amount of \$500.00.
- C.—Each application for a renewal of an existing license shall pay a fee in accordance with Table 2 below, and shall be accompanied by a renewal fee of \$50.00; except that each application for late renewal of an expired license shall be accompanied by an expired license renewal fee of \$500.00.
- D.—Each hotel and restaurant licensee shall pay a registration fee in the amount of \$75.00 for the actual and necessary expenses incurred in establishing the character, record, and reputation of each registered manager.
- E.—Each application for a temporary permit shall be accompanied by a temporary permit fee in the amount of \$100.00.
- F.—Each corporate or limited liability company applicant shall pay to the city a fee in the amount of \$100.00 for the cost of each fingerprint analysis and background investigation undertaken to qualify new officers, directors, stockholders or members pursuant to state law; however, no such fee shall be due to the city with respect to persons for whom the state licensing authority was paid a fee and completed a background investigation.
- G.—Each application for a liquor tastings permit shall be accompanied by a liquor tastings fee in the amount of \$50.00.
- H.—Each application for an art gallery permit shall be accompanied by an application fee in the amount of \$25.00.

Table 2: Local Liquor License Annual Renewal Fees

Retail liquor store license	\$ 22.50
Liquor licensed drugstore license	\$ 22.50
Beer and wine license	\$ 48.75
Hotel and restaurant license	\$ 75.00
Tavern license	\$ 75.00
Club license	\$ 41.25
Arts license	\$ 41.25
Optional premises license	\$ 75.00
Brew pub license	\$ 75.00
Bed and breakfast permit	\$ 25.00
Art gallery permit	\$ 25.00

Table 3: Liquor Special Event Permit Fees

Each application for a special events permit shall be accompanied by an application fee in the amount of \$25.00 and a Special Event Permit Fee as follows:

- 1.—For a malt beverage special event permit, \$10.00 per day;
 - 2.—For a malt, vinous, and spirituous liquor special event permit, \$25.00 per day.
- All fees for special permits shall be payable in advance to the City.

Exhibit A

CITY OF LOUISVILLE LIQUOR LICENSE FEES

License Type	Application Fee	License Fee	Total Local Fees	License Type	Application Fee	License Fee	Total Local Fees
Beer & Wine				Opt. Premise			
New	625.00	48.75	673.75	New	625.00	75.00	700.00
Transfer	500.00	48.75	548.75	Transfer	500.00	75.00	575.00
Renewal	50.00	48.75	98.75	Renewal	50.00	75.00	125.00
H & R				Mini Bar w/H & R			
New	625.00	75.00	700.00	New	0.00	325.00	325.00
Transfer	500.00	75.00	575.00	Transfer	0.00	325.00	325.00
Renewal	50.00	75.00	125.00	Renewal	0.00	325.00	325.00
Tavern				Bed & Breakfast			
New	625.00	75.00	700.00	New	0.00	25.00	25.00
Transfer	500.00	75.00	575.00	Transfer	0.00	25.00	25.00
Renewal	50.00	75.00	125.00	Renewal	0.00	25.00	25.00
Liquor Store				Change of Location			
New	625.00	22.50	647.50		500.00	0.00	500.00
Transfer	500.00	22.50	522.50	Change of Trade Name			
Renewal	50.00	22.50	72.50		0.00	0.00	0.00
Arts				Manager's Registration			
New	625.00	41.25	666.25		75.00	0.00	75.00
Transfer	500.00	41.25	541.25	Expansion			
Renewal	50.00	41.25	91.25	Add OP (each)			
Drugstore					0.00	0.00	0.00
New	625.00	22.50	647.50	Resort Complex facility Permit (each)			
Transfer	500.00	22.50	522.50		100.00	0.00	100.00
Renewal	50.00	22.50	72.50	Corp./LLC Changes			
Racetrack				(charged locally or by State)			
New	625.00	75.00	700.00		100.00	0.00	100.00
Transfer	500.00	75.00	575.00	Temporary Permit			
Renewal	50.00	75.00	125.00		100.00	0.00	100.00
Club				Late Renewal			
New	625.00	41.25	666.25		500.00	0.00	500.00
Transfer	500.00	41.25	541.25	Modification			
Renewal	50.00	41.25	91.25		0.00	0.00	0.00
3.2% Beer Off Premise				Packet Fee			
New	625.00	3.75	628.75		25.00	0.00	25.00
Transfer	500.00	3.75	503.75	Duplicate License			
Renewal	50.00	3.75	53.75		0.00	0.00	0.00
3.2% Beer On/Off				Master File (Per Person)			
New	625.00	3.75	628.75		0.00	0.00	0.00
Transfer	500.00	3.75	503.75	Special Event Liquor			
Renewal	50.00	3.75	53.75		25.00	25.00	50.00
Brew Pub				Special Event 3.2%			
New	625.00	75.00	700.00		25.00	10.00	35.00
Transfer	500.00	75.00	575.00	Concurrent Review (New Applicants)			
Renewal	50.00	75.00	125.00		0.00	0.00	0.00
Art Gallery Permit				Background Investigation			
	25.00	25.00	50.00		0.00	Per person 100.00	100.00

Exhibit A

Table 4: Contractor's License, Application, and Fee

Type	Class	Fee
GA	Building Contractor Class A*	\$150.00
GB	Building Contractor Class B*	\$100.00
GC	Building Contractor Class C*	\$ 75.00
D	Building Contractor Class D (Other)	\$ 75.00
P	Plumbing Contractor (both commercial and residential)	\$100.00
M	Heating and Ventilating Contractor (both commercial and residential)	\$100.00
PM	Plumbing & Heating and Ventilating Contractor (both commercial & residential)	\$100.00
E	Electrical Contractor Registration	\$ 0.00
S	Solar Contractor	\$ 75.00

*ICC Test required: General Building Contractor A, B, or C LICENSES require copy of corresponding passing test result of ICC National test prior to issuing license.

Table 5: Sewer Tap Fees

Unit	Amount
Single Family Residential, per Unit	\$ 4,500.00
Single Family Residential, per Unit	\$ 4,600.00
Multi-Family, per Unit (80% SFE)	\$ 3,600.00
Multi-Family, per Unit (80% SFE)	\$ 3,680.00
Nonresidential, by Meter Size	
—3/4"	\$ 4,400.00
—1"	\$ 7,900.00
—1 1/2"	\$ 17,600.00
—2"	\$ 31,300.00
—3"	\$ 70,400.00
—4"	\$125,200.00
Nonresidential, by Meter Size	
3/4"	\$ 4,600.00
1"	\$ 8,200.00
1 1/2 "	\$ 18,400.00
2"	\$ 32,800.00
3"	\$ 73,600.00
4"	\$130,900.00
Inspection Fee	\$ 5.00

Exhibit A

Table 6: Residential Sewer Usage Fees (Per Resolution 15, Series 2016)

 City of Louisville		SEWER RATES
<p>Effective May 1, 2016, water rates for all accounts inside city limits are as follows (outside city limits = double these rates):</p>		
MAY 1, 2016 SINGLE FAMILY RESIDENTIAL SEWER RATES		
RATE	DESCRIPTION	
\$3.92	Monthly Volume Charge, \$ per 1,000 gallons of Average Winter Consumption (AWC). AWC =	
\$2.25	Monthly Billing Charge, \$ per Bill	
\$5.36	Monthly Readiness to Serve Charge, \$ per Bill	
MAY 1, 2016 MULTI FAMILY RESIDENTIAL SEWER RATES		
RATE	DESCRIPTION	
\$3.92	Monthly Volume Charge, \$ per 1,000 gallons of Average Winter Consumption (AWC). AWC =	
\$2.25	Monthly Billing Charge, \$ per Bill	
\$5.36	Monthly Readiness to Serve Charge, \$ per Dwelling Unit	

Exhibit A

Table 6 (continued): Non-residential Sewer Usage Fees (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL SEWER RATES	
RATE	DESCRIPTION
\$3.92	Monthly Volume Charge, \$ per 1,000 gallons
\$2.25	Monthly Billing Charge, \$ per Bill
	Monthly Readiness to Serve Charge, \$ per Bill
\$5.36	3/4" Meter
\$9.35	1" Meter
\$20.53	1-1/2" Meter
\$36.35	2" Meter
\$81.21	3" Meter
\$143.93	4" Meter
\$210.71	6" Meter

Exhibit A

Table 7: Residential Water Rates [\(Per Resolution 15, Series 2016\)](#)

 City of Louisville		WATER RATES
<p>Effective May 1, 2016, water rates for all accounts inside city limits are as follows (outside city limits = double these rates):</p>		
MAY 1, 2016 RESIDENTIAL WATER RATES - 3/4" METER		
GALLONS	RATE	
Zero - 5,000	\$18.43 (minimum monthly charge)	
5,001 - 20,000	\$18.43 for the first 5,000 gallons, plus \$5.31 for each additional 1,000 gallons (or fraction thereof)	
20,001 - 30,000	\$98.08 for the first 20,000 gallons, plus \$13.22 for each additional 1,000 gallons (or fraction thereof)	
30,001 - 40,000	\$230.28 for the first 30,000 gallons, plus \$14.28 for each additional 1,000 gallons (or fraction thereof)	
40,001 - 50,000	\$373.08 for the first 40,000 gallons, plus \$15.26 for each additional 1,000 gallons (or fraction thereof)	
50,001 and over	\$525.68 for the first 50,000 gallons, plus \$16.28 for each additional 1,000 gallons (or fraction thereof)	

Exhibit A

Table 7 (continued): Residential Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 RESIDENTIAL WATER RATES - 1" METER	
GALLONS	RATE
Zero - 5,000	\$18.43 (minimum monthly charge)
5,001 - 20,000	\$18.43 for the first 5,000 gallons, plus \$5.31 for each additional 1,000 gallons (or fraction thereof)
20,001 - 30,000	\$98.08 for the first 20,000 gallons, plus \$13.22 for each additional 1,000 gallons (or fraction thereof)
30,001 - 40,000	\$230.28 for the first 30,000 gallons, plus \$14.28 for each additional 1,000 gallons (or fraction thereof)
40,001 - 50,000	\$373.08 for the first 40,000 gallons, plus \$15.26 for each additional 1,000 gallons (or fraction thereof)
50,001 and over	\$525.68 for the first 50,000 gallons, plus \$16.28 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 3/4" METER	
GALLONS	RATE
Zero - 20,000	\$10.15 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
20,001 - 30,000	\$68.75 for the first 20,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
30,001 - 40,000	\$141.55 for the first 30,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
40,001 - 50,000	\$220.15 for the first 40,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
50,001 and over	\$304.25 for the first 50,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 1" METER	
GALLONS	RATE
Zero - 40,000	\$20.29 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
40,001 - 60,000	\$137.49 for the first 40,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
60,001 - 80,000	\$283.09 for the first 60,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
80,001 - 100,000	\$440.29 for the first 80,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
100,001 and over	\$608.49 for the first 100,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 1-1/2" METER	
GALLONS	RATE
Zero - 80,000	\$30.44 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
80,001 - 120,000	\$264.84 for the first 80,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
120,001 - 160,000	\$556.04 for the first 120,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
160,001 - 200,000	\$870.44 for the first 160,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
200,001 and over	\$1,206.84 for the first 200,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 2" METER	
GALLONS	RATE
Zero - 160,000	\$40.53 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
160,001 - 240,000	\$509.33 for the first 160,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
240,001 - 320,000	\$1,091.73 for the first 240,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
320,001 - 400,000	\$1,720.53 for the first 320,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
400,001 and over	\$2,393.33 for the first 400,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 3" METER	
GALLONS	RATE
Zero - 320,000	\$81.19 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
320,001 - 480,000	\$1,018.79 for the first 320,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
480,001 - 640,000	\$2,183.59 for the first 480,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
640,001 - 800,000	\$3,441.19 for the first 640,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
800,001 and over	\$4,786.79 for the first 800,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 4" METER	
GALLONS	RATE
Zero - 640,000	\$162.37 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
640,001 - 960,000	\$2,037.57 for the first 640,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
960,001 - 1,280,000	\$4,367.17 for the first 960,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
1,280,001 - 1,600,000	\$6,882.37 for the first 1,280,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
1,600,001 and over	\$9,573.57 for the first 1,600,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 7 (continued): Commercial, Irrigation, and Multi-Family Water Rates (Per Resolution 15, Series 2016)

MAY 1, 2016 COMMERCIAL, IRRIGATION, AND MULTIFAMILY WATER RATES - 6" METER	
GALLONS	RATE
Zero - 1,280,000	\$324.76 (minimum monthly charge), plus \$2.93 for each 1,000 gallons (or fraction thereof)
1,280,001 - 1,920,000	\$4,075.16 for the first 1,280,000 gallons, plus \$7.28 for each additional 1,000 gallons (or fraction thereof)
1,920,001 - 2,560,000	\$8,734.36 for the first 1,920,000 gallons, plus \$7.86 for each additional 1,000 gallons (or fraction thereof)
2,560,001 - 3,200,000	\$13,764.76 for the first 2,560,000 gallons, plus \$8.41 for each additional 1,000 gallons (or fraction thereof)
3,200,001 and over	\$19,147.16 for the first 3,200,000 gallons, plus \$8.96 for each additional 1,000 gallons (or fraction thereof)

Exhibit A

Table 8: Building Permits, Inspections, and Review Fees

BUILDING PERMIT FEES	
Total Valuation	Fees
\$1.00 to \$500.00	\$ 0.00 as per Sec. 15.04.060.14(e)LMC
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$4.00 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$82.00 for the first \$2,000.00 plus \$16.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$400.00 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$700.00 for the first \$50,000.00 plus \$8.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1000.00 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,000.00 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,000.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof

Note: Valuation shall be based upon the August 2012 edition of the ICC Building Valuation Data as updated on the ICC website www.iccsafe.org

Exhibit A

Table 8 (Continued): Building Permits, Inspections, and Review Fees

OTHER INSPECTIONS AND FEES			
Item	Description	Cost	Note
1.	Inspection outside of normal business hours	\$47.00¹ / hour	Minimum charge: 2 hours
1.	Inspection outside of normal business hours	\$50.00 ¹ / hour	Minimum charge: 2 hours
2.	Re-inspection fees assessed	\$47.00¹ / hour	
2.	Re-inspection fees assessed	\$50.00 ¹ / hour	
3.	Replacement of lost inspection card	\$50.00	
4.	Administration fee for permit refund	\$50.00	
5.	For use of outside consultants for plan checking and inspections or both	Actual cost ¹	
6.	Single trade permit fee minimum	\$82	\$47 inspection plus \$35 administrative cost

¹ Actual costs include administrative and overhead costs.

PLAN REVIEW FEES	
Type of Fees	Fees
Plan Review Fee	65 percent of the building permit fee
Additional Plan Review Fee	\$100.00 per hour (minimum one hour)

ELEVATOR INSPECTION FEES	
Annual Certificates of Inspection	
Type of Fees	Fees
For each elevator	\$240.00
For each escalator or moving walk	\$240.00
For each dumbwaiter	\$240.00

Exhibit A

Table 9: Residential Refuse and Recycling – (Per Resolution 40, Series 2016)

TRASH PICK-UP FEES:

32-Gallon weekly trash service	\$10.55 per month
64-Gallon weekly trash service	\$18.99 per month
96-Gallon weekly trash service	\$27.43 per month
Additional carts any size – <u>refuse or compostables and yard waste</u> ⁽¹⁾	\$2.52 each
Prepaid sticker per 32-gallon bag	\$3.40 each
32-Gallon bi-weekly compostable and yard waste collection	\$3.65 per month
64-Gallon bi-weekly compostable and yard waste collection	\$7.30 per month
96-Gallon bi-weekly compostable and yard waste collection	\$10.95 per month
First bulky item in a calendar quarter ⁽²⁾ (Excludes Freon-containing appliances and hazardous waste)	\$0.00 each
Mid-month start or stop service pro-ration	\$0.00/each
End of month service changes	\$0.00/each

⁽¹⁾ Provided a customer has paid for 96-gallons of weekly trash service or 96-gallons bi-weekly compostables and yard waste service.

⁽²⁾ Bulky items, such as furniture or appliances and small equipment, such as lawnmowers, on any regular collection day.

ADDITIONAL SERVICES:

Provide containers and collection of all recyclables and compostables from City of Louisville government offices and facility locations. Including a dumpster for single-stream recyclables at City Services Facility	\$0.00 each
Collection of recyclables and organics from up to six special events per year sponsored by or for which the City of Louisville is a participant.	\$0.00 each

SERVICES PRICED AS INDIVIDUAL SUBSCRIPTIONS:

The following services will be offered to Louisville customers on an individual basis. They will be added to the appropriate addresses in the billing transmitted to the city at month end.

Recycle Bins – Open Topped, Hand Dumped	\$3.26 per month
Drive-In Service ⁽³⁾	\$15.14 per month
Roll-Out Service ⁽³⁾	\$10.09 per month
Enhanced Customer Communications Package	\$0.66/month/account
(Includes Web Site Support & Information, E-Minders & House Calls, And providing quarterly newsletter for distribution by City.)	
Boulder County Household Hazardous Waste Fee	\$0.50/month/account
Administrative Fee	\$1.35/month/account
Administrative Fee	\$1.55/month/account

⁽³⁾ Any residents who need this service due to a handicap will receive this service at no charge.

Exhibit A

Table 10: Excavation, Right-of-Way, and Easement Work Permit Fees

All Right-of-Way permits shall require a base fee. Additional fees shall be assessed to the permit depending on the services required, the type of work, location of work, and the inspection requirements. Permit fees shall be paid prior to the issuance of the right-of-way permit. Fees shall be doubled if work has begun prior to issuing the permit.

Right-of-Way Base Fees

All Permits Applications	\$50.00/each
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Right-of-Way Inspection Service Fees

Initial Inspection	Included in permit fees
(A) Re-Inspections (2 nd , 3 rd , 4 th , etc.)	\$50.00/hr, 1 hour minimum
(B) Failure to Schedule Inspection	\$50.00/one-time fee
(C) Not ready for scheduled inspection	\$75.00/hr, 1 hour minimum
(D) After-Hours Inspection	\$50.00/half-hour

Utility Fees

Underground Dry Utilities (Gas, Communication, Electric)	\$0.25/Linear Foot
Underground Wet Utilities (Water, Sanitary, Storm)	\$1.00/Linear Foot
Water, Sanitary, Storm Main Connection Fee	\$75.00/each
Boring	\$0.25/Linear Foot
Dry Utility Appurtenances	\$5.00/each
Pothole Fee	\$10.00/each

Asphalt & Concrete Fees

Curb & Gutter, Sidewalk, Crossspan/Ramp Drive	\$0.25/Linear Foot, \$0.25/Square Foot
Asphalt Paving / Patching	\$18.00/Square Yard
Asphalt Patching New Asphalt (<5 years old)*	Additional \$9.00/Square Yard
Asphalt Patching Recent Surface Treatment (< 2 years old)*	Additional \$500.00/each cut

Other Applicable Fees

(E) No Permit for the job	2X permit Base Fee
(F) Emergency/ Expedite *	2X permit Base Fee
(G) Special Use*	\$50.00/week

*Refer to General Permit Requirements OR at the discretion of the Engineer

**FEES ESTABLISHED BY CITY MANAGER
EFFECTIVE JANUARY 1, 2017**

Fee Description	Detail	Fee	Responsible Party
General			
City Maps	Zoning Map (24" x 36")	5.00	Planning Director
City Maps	City Street Map (small/color)	5.00	Public Works Director
City Maps	City Street Map (large)	10.00	Public Works Director
City Maps	Centerline Map (small)	5.00	Public Works Director
City Maps	Centerline Map (large)	15.00	Public Works Director
City Maps	Traffic Count Map (free on website)	5.00	Public Works Director
City Maps	Utility Atlas Plots - per SF	5.00	Public Works Director
City Maps	Custom Maps-Black and White - per SF	3.00	Public Works Director
City Maps	Custom Maps – Color Mylar Printing - per SF	5.00	Public Works Director
City Maps	Electronic Copies	5.00	
Copies	8.5" x 11" B/W - per page	0.10	Deputy Manager
Copies	11" x 17" B/W - per page	0.20	Deputy Manager
Copies	24" x 36" B/W - per page	3.00	Deputy Manager
Copies	8.5" x 11" Color - per page	0.50	Deputy Manager
Copies	11" x 17" Color - per page	0.75	Deputy Manager
Copies	Certified Copies - per page	1.25	Deputy Manager
Copies	2013 Citywide Comprehensive Plan (color)	15.00	
Copies	Highway 42 Revitalization Area - Comprehensive Plan	6.00	
Copies	Highway 42 Revitalization Area - Framework Plan	20.00	
Copies	Downtown Louisville Framework Plan	30.00	
Copies	Downtown Sign Code Manual	10.00	
Copies	Industrial Design Standards & Guidelines	35.00	
Copies	Commercial Design Standards & Guidelines	15.75	
Copies	Design Handbook for Downtown Louisville	21.50	
Copies	Highway 42 Design Standards & Guidelines	15.00	
Copies of CD/DVDs		20.00	Deputy Manager
Extra Duty Officers/Supervisor/Police Vehicle	Per hour/Vehicle Per Day Cost	\$58/\$72 Veh. \$50	Police Chief
Extra Duty Officers/Supervisor/Police Vehicle	Per hour/Vehicle Per Day Cost	\$60/\$75 Veh. \$50	Police Chief
Notary Fee	Resident (1st seal free)	1.25	Deputy Manager
Notary Fee	Non-Resident (per seal)	5.00	Deputy Manager
Mylar Printing	Per page	5.00	
Patio Rental	Per 12-Foot Section	900.00	Econ Dev Director
Photographs	CC & PL (does not include cost of copies)	15.00	

Fee Description	Detail	Fee	Responsible Party
Police Fingerprinting	Resident - Up to (3) Cards	10.00	Police Chief
Police Fingerprinting	Resident - More than (3) Cards	20.00	Police Chief
Police Fingerprinting	Non-resident - Up to (3) Cards	15.00	Police Chief
Police Fingerprinting	Non-resident - More than (3) Cards	30.00	Police Chief
Police Reports (Non-electronic)	For Crime victims, or electronic format for anyone	-	Police Chief
Police Reports (Non-electronic)	Others (non-crime victims) - Copies charged per public record request schedule	-	Police Chief
Postage – Mailing	Charged at standard postal/shipping rate		Deputy Manager
Public Records Research Fee	First 2 hours free, then charged in 15-minute increments - \$20 per hour	20.00	Deputy Manager
Sections of Zoning Code	Chapter 16, Subdivision Regulations	3.75	Planning Director
Sections of Zoning Code	Chapter 17, Zoning Code	23.75	Planning Director
Special Event Permit - Standard		400.00	Deputy Manager
Special Event Permit - Small Impact Right-of-Way Closure		50.00	Deputy Manager
Technical Data	City Design Standards	40.00	Public Works Director
Technical Data	Storm Drainage Standards	30.00	Public Works Director
Technical Data	City Standard Details – CD	20.00	Public Works Director
Technical Data	G.I.S. Information – ½ hr. minimum charge of \$25	25.00	Public Works Director
Library			
Borrowing late fees	Art prints, Audio books, Books, CDs, Magazines - per day	0.10	Library Director
Borrowing late fees	DVDs, Book club bags, Special Items (telescopes, dolls, etc.) - per day	0.50	Library Director
Collection Agency	Referral Fee - per action, plus cost of item	10.00	Library Director
Library Holds not picked up	After 7 days, fee applies – per article	1.00	Library Director
Meeting Room	Non-profit, Non-resident - per hour	25.00	Library Director
Meeting Room	Non-profit, Resident Groups - No charge	-	Library Director
Meeting Room	“For profit” enterprises - per hour	45.00	Library Director
Study Room	No charge	-	Library Director
Historic Photographs			
Reproduction Fee	Per image	15.00	Library Director
Commercial Use Fees:			
Published use, less than 5,000 copies	Per image	15.00	Library Director
Published use, more than 5,000 copies	Per image	35.00	Library Director
Display in a business or at an event	Per image	10.00	Library Director
Advertise or promotion	Per image	100.00	Library Director

Fee Description	Detail	Fee	Responsible Party
Websit/Internet	Per year	50.00	Library Director
Film/video production	Per image	100.00	Library Director
Performance or presentation	Per image	50.00	Library Director
Cemetery Fees			
Cemetery Burial Space - Full Size	Resident	1,200.00	Parks and Rec Director
Cemetery Burial Space - Full Size	Resident	1,230.00	Parks and Rec Director
Cemetery Burial Space - Full Size	Non-Resident	3,470.00	Parks and Rec Director
Cemetery Burial Space - Full Size	Non-Resident	3,500.00	Parks and Rec Director
Cemetery Burial Space - Full Size - Blocks 25 to 29	Resident	600.00	Parks and Rec Director
Cemetery Burial Space - Full Size - Blocks 25 to 29	Resident	615.00	Parks and Rec Director
Cemetery Burial Space - Full Size - Blocks 25 to 29	Non-Resident	1,735.00	Parks and Rec Director
Cemetery Burial Space - Full Size - Blocks 25 to 29	Non-Resident	1,750.00	Parks and Rec Director
Cremation Burial Space	Resident	650.00	Parks and Rec Director
Cremation Burial Space	Resident	675.00	Parks and Rec Director
Cremation Burial Space	Non-Resident	1,940.00	Parks and Rec Director
Cremation Burial Space	Non-Resident	1,950.00	Parks and Rec Director
Infant Burial Space	Resident	675.00	Parks and Rec Director
Infant Burial Space	Non-Resident	2,180.00	Parks and Rec Director
Infant Burial Space	Non-Resident	2,200.00	Parks and Rec Director
Cemetery Plot Transfer		45.00	Parks and Rec Director
Graves - Open & Close	Full Burial	1,250.00	Parks and Rec Director
Graves - Open & Close	Full Burial	1,275.00	Parks and Rec Director
Graves - Open & Close	Infant Size Burial	600.00	Parks and Rec Director
Graves - Open & Close	Infant Size Burial	625.00	Parks and Rec Director
Graves - Open & Close	Cremation Burial	425.00	Parks and Rec Director
Graves - Open & Close	Cremation Burial	460.00	Parks and Rec Director
Graves - Disinterment		1,500.00-3,000.00	Parks and Rec Director
Graves - Open & Close	Less Than 48 Hours Notice	500.00	Parks and Rec Director
Graves - Open & Close	Less Than 48 Hours Notice	550.00	Parks and Rec Director
Graves - Open & Close	Overtime for Saturday Burial	500.00	Parks and Rec Director
Graves - Open & Close	Overtime for Saturday Burial	550.00	Parks and Rec Director
Poly Vault	Cremation Burial	150.00	Parks and Rec Director
Concrete Vault	Cremation Burial	325.00	Parks and Rec Director
Facility Rentals (Parks and Rec)			
Birthday party package	Resident	70.00	Parks and Rec Director
Birthday party package	Non-resident	90.00	Parks and Rec Director

Fee Description	Detail	Fee	Responsible Party
Parks - All Other Park Shelters	Resident - 1st (4) hours	70.00	Parks and Rec Director
Parks - All Other Park Shelters	Non-Resident - 1st (4) hours	90.00	Parks and Rec Director
Parks - All Other Park Shelters	Resident - Each additional hour	20.00	Parks and Rec Director
Parks - All Other Park Shelters	Non-Resident - Each additional hour	25.00	Parks and Rec Director
Rooms - Arts Center	Resident - per hour	35.00	Deputy Manager
Rooms - Arts Center	Non-resident - per hour	45.00	Deputy Manager
Rooms - Brooks or Crown	Resident - per hour	35.00	Parks and Rec Director
Rooms - Brooks or Crown	Non-resident - per hour	45.00	Parks and Rec Director
Parks - Community Park Shelter <100 attendees	Resident - 1st (4) hours	110.00	Parks and Rec Director
Parks - Community Park Shelter <100 attendees	Non-Resident - 1st (4) hours	140.00	Parks and Rec Director
Parks - Community Park Shelter <100 attendees	Resident - Each additional hour	25.00	Parks and Rec Director
Parks - Community Park Shelter <100 attendees	Non-Resident - Each additional hour	35.00	Parks and Rec Director
Parks - Community Park Shelter >100 attendees	Resident - 1st (4) hours	200.00	Parks and Rec Director
Parks - Community Park Shelter >100 attendees	Non-Resident - 1st (4) hours	250.00	Parks and Rec Director
Parks - Community Park Shelter >100 attendees	Resident - Each additional hour	50.00	Parks and Rec Director
Parks - Community Park Shelter >100 attendees	Non-Resident Resident - Each additional hour	65.00	Parks and Rec Director
Rooms - Garibaldi, Imperial, Paramount	Resident - per hour	25.00	Parks and Rec Director
Rooms - Garibaldi, Imperial, Paramount	Non-resident - per hour	35.00	Parks and Rec Director
Rooms - Heritage Street Parking Area	Use of Heritage Street Parking Area - Additional fee	400.00	Parks and Rec Director
Rooms - Kitchen	Resident - per hour	15.00	Parks and Rec Director
Rooms - Kitchen	Non-resident - per hour	20.00	Parks and Rec Director
Rooms - All Other Park Shelters	Large Group Rates (>150) - Additional fee	100.00	Parks and Rec Director
Rooms - South Gym	Resident - per hour	40.00	Parks and Rec Director
Rooms - South Gym	Non-resident - per hour	60.00	Parks and Rec Director
Rooms - Steinbaugh Pavillion <100 attendees	1st (4) hours	225.00	Deputy Manager
Rooms - Steinbaugh Pavillion <100 attendees	Each additional hour	50.00	Deputy Manager
Rooms - Steinbaugh Pavillion >100 attendees	1st (4) hours	300.00	Deputy Manager
Rooms - Steinbaugh Pavillion >100 attendees	Each additional hour	75.00	Deputy Manager
Sports Complex			Parks and Rec Director
Drag, Line, and/or Change Bases	Each occurrence	25.00	Parks and Rec Director
Field Supervisor	Per hour (to be determined by LRC, if needed)	15.00	Parks and Rec Director
Hourly Rate per Field	Resident	30.00	Parks and Rec Director
Hourly Rate per Field	Non-Resident	40.00	Parks and Rec Director
Sat/Sun - Daily Rental (includes all four fields, initial line and drag and lights)	Resident	1,080.00	Parks and Rec Director
Sat/Sun - Daily Rental (includes all four fields, initial line and drag and lights)	Non-Resident	1,350.00	Parks and Rec Director

Fee Description	Detail	Fee	Responsible Party
Usage of Lights	Per hour/Per field	30.00	Parks and Rec Director
Weekday - Daily Rental (includes all four fields, initial line and drag and lights)	Resident	575.00	Parks and Rec Director
Weekday - Daily Rental (includes all four fields, initial line and drag and lights)	Non-Resident	720.00	Parks and Rec Director
Other City Sports Fields			
Any day - Daily Rental	Resident	200.00	Parks and Rec Director
Any day - Daily Rental	Non-Resident	250.00	Parks and Rec Director
Drag, Line, and/or Change Bases per each occurrence	Each occurrence	25.00	Parks and Rec Director
Field Supervisor	Per hour (to be determined by LRC, if needed)	15.00	Parks and Rec Director
Hourly Rental	Resident	25.00	Parks and Rec Director
Hourly Rental	Non-Resident	35.00	Parks and Rec Director
Tennis Courts		5.00	Parks and Rec Director
Other Recreation Fees			
Harper Lake Boat Permit - 1 season	Resident	20.00	Parks and Rec Director
Harper Lake Boat Permit - 1 boat/1 year	Resident	20.00	Parks and Rec Director
Harper Lake Boat Permit - 2 seasons	Resident	35.00	Parks and Rec Director
Harper Lake Boat Permit - 1 boat/2 years	Resident	35.00	Parks and Rec Director
Harper Lake Boat Permit - 2 boats/1 year	Resident	40.00	Parks and Rec Director
Harper Lake Boat Permit - 2 boats/2 years	Resident	70.00	Parks and Rec Director
Harper Lake Boat Permit - 1 season	Non-Resident	40.00	Parks and Rec Director
Harper Lake Boat Permit - 1 boat/1 year	Non-Resident	40.00	Parks and Rec Director
Harper Lake Boat Permit - 2 seasons	Non-Resident	70.00	Parks and Rec Director
Harper Lake Boat Permit - 1 boat/2 years	Non-Resident	70.00	Parks and Rec Director
Harper Lake Boat Permit - 2 boats/1 year	Non-Resident	80.00	Parks and Rec Director
Harper Lake Boat Permit - 2 boats/2 years	Non-Resident	140.00	Parks and Rec Director
Recreation Ctr Sales -- Misc items	Cost plus 40%		Parks and Rec Director
Recreational Vehicle Sanitary Waste Disposal	Resident - per calendar year/per RV	20.00	Public Works Director
Recreational Vehicle Sanitary Waste Disposal	Non-resident - per calendar year/per RV	30.00	Public Works Director
Tennis Courts	Hourly rental per court	5.00	Parks and Rec Director
Parks & Recreation Special Events Permit	Resident	100.00-400.00	Parks and Rec Director
Parks & Recreation Special Events Permit	Non-Resident	150.00-600.00	Parks and Rec Director
Parks & Recreation Special Events Permit		150.00-400.00	Parks and Rec Director
Recreation Center Admission			
10 Visit Pass	Resident Youth (3-17)	25.00	Parks and Rec Director

Fee Description	Detail	Fee	Responsible Party
10 Visit Pass	Non-Resident Youth (3-18)	50.00	Parks and Rec Director
10 Visit Pass	Non-Resident Youth (3-17)	55.00	Parks and Rec Director
20 Visit Pass	Resident Youth (3-17)	50.00	Parks and Rec Director
20 Visit Pass	Non-Resident Youth (3-18)	100.00	Parks and Rec Director
20 Visit Pass	Non-Resident Youth (3-17)	110.00	Parks and Rec Director
10 Visit Pass	Resident Adult (18-59)	45.00	Parks and Rec Director
10 Visit Pass	Non-Resident Adult (19-59)	70.00	Parks and Rec Director
10 Visit Pass	Non-Resident Adult (18-59)	75.00	Parks and Rec Director
20 Visit Pass	Resident Adult (18-59)	90.00	Parks and Rec Director
20 Visit Pass	Non-Resident Adult (19-59)	140.00	Parks and Rec Director
20 Visit Pass	Non-Resident Adult (18-59)	140.00	Parks and Rec Director
10 Visit Pass	Resident Senior 60+	25.00	Parks and Rec Director
10 Visit Pass	Non-Resident Senior 60+	50.00	Parks and Rec Director
10 Visit Pass	Non-Resident Senior 60+	55.00	Parks and Rec Director
20 Visit Pass	Resident Senior 60+	50.00	Parks and Rec Director
20 Visit Pass	Non-Resident Senior 60+	100.00	Parks and Rec Director
20 Visit Pass	Non-Resident Senior 60+	110.00	Parks and Rec Director
Daily Admission	Resident Youth (3-17)	4.00	Parks and Rec Director
Daily Admission	Non-Resident Youth (3-18)	6.00	Parks and Rec Director
Daily Admission	Non-Resident Youth (3-17)	7.00	Parks and Rec Director
Daily Admission	Resident Adult (18-59)	6.00	Parks and Rec Director
Daily Admission	Non-Resident Adult (19-59)	8.00	Parks and Rec Director
Daily Admission	Non-Resident Adult (18-59)	9.00	Parks and Rec Director
Daily Admission	Resident Senior 60+	4.00	Parks and Rec Director
Daily Admission	Non-Resident Senior 60+	6.00	Parks and Rec Director
Daily Admission	Non-Resident Senior 60+	7.00	Parks and Rec Director
Daily Admission	Resident Group Rate (10+) Youth	2.50	Parks and Rec Director
Daily Admission	Non-Resident Group Rate (10+) Youth	5.00	Parks and Rec Director
Daily Admission	Non-Resident Group Rate (10+) Youth	6.00	Parks and Rec Director
Daily Admission	Resident Group Rate (10+) Adults	4.50	Parks and Rec Director
Daily Admission	Non-Resident Group Rate (10+) Adults	7.00	Parks and Rec Director
Daily Admission	Non-Resident Group Rate (10+) Adults	8.00	Parks and Rec Director
Monthly Pass	Youth (3-17) Resident	19.00	Parks and Rec Director
Monthly Pass	Youth (3-18) Non-Resident	24.00	Parks and Rec Director
Monthly Pass	Youth (3-17) Non-Resident	29.00	Parks and Rec Director
Monthly Pass	Adult (18-59) Resident	35.00	Parks and Rec Director
Monthly Pass	Adult (19-59) Non-Resident	40.00	Parks and Rec Director
Monthly Pass	Adult (18-59) Non-Resident	45.00	Parks and Rec Director

Fee Description	Detail	Fee	Responsible Party
Monthly Pass	Senior 60+ Resident	19.00	Parks and Rec Director
Monthly Pass	Senior 60+ Non-Resident	24.00	Parks and Rec Director
Monthly Pass	Senior 60+ Non-Resident	29.00	Parks and Rec Director
Monthly Pass	Couple - Resident	55.00	Parks and Rec Director
Monthly Pass	Couple - Non-Resident	60.00	Parks and Rec Director
Monthly Pass	Couple - Non-Resident	65.00	Parks and Rec Director
Monthly Pass	Family - Resident	59.00	Parks and Rec Director
Monthly Pass	Family - Non-Resident	64.00	Parks and Rec Director
Monthly Pass	Family - Non-Resident	69.00	Parks and Rec Director
Towel Rental		1.00	Parks and Rec Director
LRC Babysitting			
Annual Kids Corner Pass	First child	250.00	Parks and Rec Director
Annual Kids Corner Pass	Each additional child	50.00	Parks and Rec Director
Drop-in	1 hour	3.00	Parks and Rec Director
Drop-in	Additional child same family	2.50	Parks and Rec Director
Punch Card	10 hours/40 punches	20.00	Parks and Rec Director
Other LRC Programs			
American Red Cross CPR & AED	Resident	77.00	Parks and Rec Director
American Red Cross CPR & AED	Non-Resident	87.00	Parks and Rec Director
Aquatics Group Lessons	Resident	49.00	Parks and Rec Director
Aquatics Group Lessons	Non-Resident	60.00	Parks and Rec Director
Aquatics Group Lessons	Non-Resident	62.00	Parks and Rec Director
Aquatics Private Lessons	Resident	20.00	Parks and Rec Director
Aquatics Private Lessons	Non-Resident	25.00	Parks and Rec Director
Dance		84.00-120.00	Parks and Rec Director
Fitness Wellness Classes		21.00-240.00	Parks and Rec Director
Lifeguard training	Resident	170.00	Parks and Rec Director
Lifeguard training	Resident	100.00	Parks and Rec Director
Lifeguard training	Non-Resident	212.00	Parks and Rec Director
Lifeguard training	Non-Resident	125.00	Parks and Rec Director
Nite at the Rec	Resident	10.00	Parks and Rec Director
Nite at the Rec	Resident	12.00	Parks and Rec Director
Nite at the Rec	Non-Resident	13.00	Parks and Rec Director
Nite at the Rec	Non-Resident	15.00	Parks and Rec Director
Nite at the REC - Purchase of (4) nights		30.00	Parks and Rec Director
Nite at the REC - Purchase of (4) nights	Resident	36.00	Parks and Rec Director

Fee Description	Detail	Fee	Responsible Party
Nite at the REC - Purchase of (4) nights	Non-Resident	45.00	Parks and Rec Director
Senior Activities		4.00-55.00	Parks and Rec Director
Sports/Adult		28.00-450.00	Parks and Rec Director
Sports/Youth		30.00-85.00	Parks and Rec Director
Yoga/ Martial Arts		46.00-75.00	Parks and Rec Director
Youth Activities		25.00-253.00	Parks and Rec Director
Coal Creek Golf Course			
Standard Green Fees (may vary for promotions, etc. with approval of Parks and Rec. Dir.)			
	18 hole weekday	27.00 - 43.00	Parks and Rec Director
	18 hole weekend	24.00—56.00	Parks and Rec Director
	18 hole weekend	24.00 - 49.00	Parks and Rec Director
	9 hole weekday	19.00 - 22.00	Parks and Rec Director
	9 hole weekend	19.00 - 26.00	Parks and Rec Director
	Twilight weekday	27.00	Parks and Rec Director
	Twilight weekend	29.00	Parks and Rec Director
	Annual Membership/Unlimited Golf	1,300.00 - 1,900.00	Parks and Rec Director
Water Tap Fees			CMO Shall Set
(larger than 4" tap, fee by agreement with City Council)	By Demand in gpm/tap size:		
	0-22 ¾" tap	25,900.00	CMO Shall Set
	0-22 ¾" tap	30,500.00	CMO Shall Set
	23-45 1" tap	46,200.00	CMO Shall Set
	23-45 1" tap	54,400.00	CMO Shall Set
	46-80 1½ " tap	103,600.00	CMO Shall Set
	46-80 1½ " tap	122,000.00	CMO Shall Set
	81-140 2" tap	184,300.00	CMO Shall Set
	81-140 2" tap	217,000.00	CMO Shall Set
	141-280 3" tap	414,400.00	CMO Shall Set
	141-280 3" tap	488,000.00	CMO Shall Set
	281-500 4" tap	736,700.00	CMO Shall Set
	281-500 4" tap	867,500.00	CMO Shall Set
Storm water Permit Fee			
	1 - 5 Acres	250.00	CMO Shall Set
	6 - 25 Acres	500.00	CMO Shall Set
	26 - 50 Acres	750.00	CMO Shall Set
	51 - 100 Acres	1,000.00	CMO Shall Set

Fee Description	Detail	Fee	Responsible Party
	Above 101 Acres	1,500.00	CMO Shall Set
Development Review Applications	All Fees set forth in Section 17		CMO Shall Set
Annexation & Zoning	Annexation & initial zoning	6,415.00	Planning Director
Annexation & Zoning	Annexation & initial zoning	6,670.00	Planning Director
Annexation & Zoning	Rezoning	3,810.00	Planning Director
Annexation & Zoning	Rezoning	3,990.00	Planning Director
CMRS Facility	Public review	6,515.00	Planning Director
CMRS Facility	Public review	6,775.00	Planning Director
CMRS Facility	Administrative review	2,790.00	Planning Director
CMRS Facility	Administrative review	2,875.00	Planning Director
Other Land Use Fees	Municipal Code Amendment	420.00	
Other Land Use Fees	Municipal Code Amendment	500.00	Planning Director
Other Land Use Fees	Easement or right-of-way vacation	1,785.00	Planning Director
Other Land Use Fees	Easement or right-of-way vacation	1,840.00	Planning Director
Other Land Use Fees	Floodplain development permit	395.00	Planning Director
Other Land Use Fees	Floodplain development permit	470.00	Planning Director
Other Land Use Fees	Major Demo Permit Review	445.00	Planning Director
Other Land Use Fees	Major Demo Permit Review	455.00	Planning Director
Other Land Use Fees	Minor Demo Permit Review	50.00	Planning Director
Other Land Use Fees	Minor Demo Permit Review	55.00	Planning Director
Other Land Use Fees	Variance	725.00	Planning Director
Other Land Use Fees	Variance	745.00	Planning Director
Other Land Use Fees	Variance – After the fact	975.00	Planning Director
Other Land Use Fees	Variance – After the fact	1,005.00	Planning Director
Other Land Use Fees	Minor Impact Variance	75.00	Planning Director
Other Land Use Fees	Minor Impact Variance	80.00	Planning Director
Other Land Use Fees	Oil & gas production permit	1,225.00	Planning Director
Other Land Use Fees	Oil & gas production permit	1,325.00	Planning Director
Other Land Use Fees	1041 Permit	1,225.00	Planning Director
Other Land Use Fees	1041 Permit	1,325.00	Planning Director
Other Land Use Fees	Vested Right Request	1,540.00	Planning Director
Other Land Use Fees	Vested Right Request	1,585.00	Planning Director
Other Land Use Fees	LP Gas Sales and Exchange	565.00	Planning Director
Other Land Use Fees	LP Gas Sales and Exchange	580.00	Planning Director
Other Land Use Fees	Appeal of Zoning Administrator Decision	710.00	Planning Director
Other Land Use Fees	Appeal of Zoning Administrator Decision	730.00	Planning Director
Planned Community Zone District	PCZD (<100 acres)	4,920.00	Planning Director

Fee Description	Detail	Fee	Responsible Party
Planned Community Zone District	PCZD (≤ 100 acres)	5,135.00	Planning Director
Planned Community Zone District	PCZD (> 100 acres)	6,525.00	Planning Director
Planned Community Zone District	PCZD (> 100 acres)	5,785.00	Planning Director
Planned Community Zone District	Minor PCZD amendment	760.00	Planning Director
Planned Community Zone District	Minor PCZD amendment	850.00	Planning Director
Planned Unit Development	PUD – preliminary review (< 7 acres)	2,590.00	Planning Director
Planned Unit Development	PUD – preliminary review (< 7 acres)	2,735.00	Planning Director
Planned Unit Development	PUD – final review (≤ 7 acres)	2,590.00	Planning Director
Planned Unit Development	PUD – final review (≤ 7 acres)	2,735.00	Planning Director
Planned Unit Development	PUD – preliminary review (> 7 acres)	3,165.00	Planning Director
Planned Unit Development	PUD – preliminary review (> 7 acres)	3,325.00	Planning Director
Planned Unit Development	PUD – final review (> 7 acres)	2,590.00	Planning Director
Planned Unit Development	PUD – final review (> 7 acres)	2,735.00	Planning Director
Planned Unit Development	PUD – amendment	1,715.00	Planning Director
Planned Unit Development	PUD – amendment	1,830.00	Planning Director
Planned Unit Development	Administrative PUD amendment	515.00	Planning Director
Planned Unit Development	Administrative PUD amendment	530.00	Planning Director
Special Review Use	Special Review Use (SRU)	1,110.00	Planning Director
Special Review Use	Special Review Use (SRU)	1,210.00	Planning Director
Special Review Use	SRU amendment	910.00	Planning Director
Special Review Use	SRU amendment	1,000.00	Planning Director
Special Review Use	SRU (use only, no development)	420.00	Planning Director
Special Review Use	SRU (use only, no development)	500.00	Planning Director
Special Review Use	SRU administrative amendment	335.00	Planning Director
Special Review Use	SRU administrative amendment	345.00	Planning Director
Special Review Use	Day Care (Neighborhood 6 – 12 children)	345.00	Planning Director
Special Review Use	Day Care (Neighborhood 6 – 12 children)	355.00	Planning Director
Subdivision	Preliminary plat (≤ 15 acres)	1,240.00	Planning Director
Subdivision	Preliminary plat (≤ 15 acres)	1,340.00	Planning Director
Subdivision	Preliminary plat (> 15 acres)	3,240.00	Planning Director
Subdivision	Preliminary plat (> 15 acres)	3,400.00	Planning Director
Subdivision	Final plat (all) & Final agreement(s) (with final PUD)	965.00	Planning Director
Subdivision	Final plat (all) & Final agreement(s) (with final PUD)	1,060.00	Planning Director
Subdivision	Final plat (not accompanied by a PUD)	1,775.00	Planning Director
Subdivision	Final plat (not accompanied by a PUD)	1,895.00	Planning Director
Subdivision	Minor subdivision	1,775.00	Planning Director
Subdivision	Minor subdivision	1,895.00	Planning Director
Temporary Uses	Temporary use permit (administrative)	185.00	Planning Director

Fee Description	Detail	Fee	Responsible Party
Temporary Uses	Temporary use permit (administrative)	190.00	Planning Director
Temporary Uses	Temporary use permit (public review)	260.00	Planning Director
Temporary Uses	Temporary use permit (public review)	335.00	Planning Director
Temporary Uses	Temporary sign permit	90.00	Planning Director
Temporary Uses	Temporary sign permit	95.00	Planning Director
Zoning Code Amendment		475.00	Planning Director
Zoning Code Amendment		555.00	Planning Director
Zoning Map Amendment		485.00	Planning Director
Zoning Map Amendment		565.00	Planning Director
Revocable License Agreements			
	Staff/Attorney Fees	TBD	CMO Shall Set
	Fees may be charged to recoup city costs, including city attorney fees		CMO Shall Set
Public Works			
Temporary Easements	Construction, Slope, etc.	10.00	Public Works Director
IPP Sampling Fees	Cost for sampling Industrial Users - Market Value	TBD	Public Works Director
Utility Fees			
Re-use Water Fee		\$3.02/1,000 Gal	Public Works Director
Re-use Water Fee		75% of Residential Rate	Public Works Director
Account Delinquent Fee	Charged when bill is 30 days past due	\$3.00 + 1%/Month	Finance Director
Final Bill/Transfer Fee	Covers cost of final reading, final billing and transfer account. Charged to seller when property is sold	25.00	Finance Director
Reconnect Fee for Utilities	1 st occurrence		Finance Director
Reconnect Fee for Utilities	Normal business hours	25.00	Finance Director
Reconnect Fee for Utilities	After hours	50.00	Finance Director
Reconnect Fee for Utilities	2 nd occurrence		Finance Director
Reconnect Fee for Utilities	Normal business hours	50.00	Finance Director
Reconnect Fee for Utilities	After hours	75.00	Finance Director
Reconnect Fee for Utilities	Subsequent occurrences		Finance Director
Reconnect Fee for Utilities	Normal business hours	75.00	Finance Director
Reconnect Fee for Utilities	After hours	100.00	Finance Director
Red Tag Fee (Delinquency Notice)	Fee for hanging notice at time account is 30 days past due	15.00	Finance Director
Service Fee for rejected payment		25.00	Finance Director
Voluntary Disconnect & Reconnect Fee	Per disconnect and per reconnect	20.00	Finance Director
Voluntary Disconnect & Reconnect Fee	Per disconnect and per reconnect	25.00	Finance Director

Fee Description	Detail	Fee	Responsible Party
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Approved:

Malcolm Fleming, City Manager

SUBJECT: RESOLUTION NO. **XX**, SERIES 2016 – A RESOLUTION AMENDING THE 2016 BUDGET BY AMENDING APPROPRIATIONS IN THE GENERAL FUND, PARKING IMPROVEMENT FUND, AND GOLF COURSE FUND AND ADJUSTING BUDGETED REVENUE IN THE PARKING IMPROVEMENT FUND, WASTEWATER UTILITY FUND, AND THE GOLF COURSE FUND – PUBLIC HEARING (Advertised *Boulder Daily Camera* 12/16/2016)

DATE: DECEMBER 20, 2016

PRESENTED BY: KEVIN WATSON, FINANCE

SUMMARY:

The attached resolution proposes amendments to the City's 2016 Operating & Capital Budget. Staff is requesting these amendments to:

1. Use General Fund reserves to pay off the interfund loans from the Wastewater Utility Fund to the Golf Course Fund; and
2. Use General Fund reserves to purchase the Blue Parrot parking lot property.

FISCAL IMPACT:

The net effect of the proposed amendments will be to reduce the General Fund reserves by \$1,850,000 and increase the Wastewater Utility Fund reserves by \$1,150,000.

These amendments were incorporated into the 2016 revenue and expenditure estimates that were presented at the end of the 2017-2018 biennial budget process.

RECOMMENDATION:

Hold a public hearing and approve Resolution No. **XX**, Series 2016, amending the 2016 budget.

ATTACHMENTS:

1. Proposed Resolution No. **XX**, Series 2016
2. Appendix A to the Resolution

RESOLUTION NO. ___
SERIES 2016

A RESOLUTION AMENDING THE 2016 BUDGET BY AMENDING APPROPRIATIONS IN THE GENERAL FUND, PARKING IMPROVEMENT FUND, AND GOLF COURSE FUND AND ADJUSTING BUDGETED REVENUE IN THE PARKING IMPROVEMENT FUND, WASTEWATER UTILITY FUND, AND THE GOLF COURSE FUND

WHEREAS, the need exists to amend the 2016 budget by amending appropriations in the General Fund, Parking Improvement Fund, and Golf Course Fund; and

WHEREAS, the need exists to amend the 2016 revenue budget by amending budgeted revenue in the Parking Improvement Fund, Wastewater Utility Fund, and the Golf Course Fund; and

WHEREAS, the need to amend the 2016 budget arises to use General Fund reserves for property acquisition and to pay off interfund loans.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

SECTION 1. That the 2016 General Fund appropriation be increased by \$1,850,000, from \$17,990,894 to \$19,840,894.

SECTION 2. That the 2016 Parking Improvement Fund appropriation be increased by \$700,000, from \$0 to \$700,000.

SECTION 3. That the 2016 Golf Course Fund appropriation be increased by \$1,150,000, from \$2,274,298 to \$3,424,298.

SECTION 4. That the 2016 Parking Improvement Fund revenue budget be increased by \$700,000, from \$50 to \$700,050.

SECTION 5. That the 2016 Wastewater Utility Fund revenue budget be increased by \$1,150,000, from \$5,817,480 to \$6,967,480.

SECTION 6. That the 2016 Golf Course Fund revenue budget be increased by \$1,150,000, from \$1,957,100 to \$3,107,100.

PASSED AND ADOPTED this 20th day of December 2016.

Robert P. Muckle, Mayor

ATTEST:

Meredyth Muth, City Clerk

Appendix A
City of Louisville, Colorado
2016 Budget Amendment Detail
Adjustments to 2016 Appropriations

Short Account Number	Account Description	Current Budget	Proposed Amendment	Proposed Budget	Comments/Notes
101910-990206	Transfer to Parking Improvement Fund	-	700,000	700,000	One-Time, Non-Recurring Transfer to Fund Purchase of Blue Parrot Parking Lot
101910-990520	Transfer to Golf Course Fund	-	1,150,000	1,150,000	One-Time, Non-Recurring Transfer to Fund Defeasance of Interfund Loan
Total General Fund			<u>1,850,000</u>		
206499-610000	Land Acquisitions	-	700,000	700,000	Purchase of Blue Parrot Parking Lot
Total Parking Improvement Fund			<u>700,000</u>		
520910-990502	Transfer to Wastewater	-	1,150,000	1,150,000	Complete Defeasance of Interfund Loan
Total Golf Course Fund			<u>1,150,000</u>		
Total for All Funds			<u><u>3,700,000</u></u>		

Appendix B
City of Louisville, Colorado
2016 Budget Amendment Detail
Changes to 2016 Revenue Budget

Short Account Number	Account Description	Current Budget	Proposed Amendment	Proposed Budget	Comments/Notes
206001-980101	Transfer from General Fund	-	700,000	700,000	One-Time, Non-Recurring Transfer to Fund Purchase of Blue Parrot Parking Lot
Total Parking Improvement Fund			<u>700,000</u>		
502001-980520	Transfer from Golf Course	-	1,150,000	1,150,000	Complete Defeasance of Interfund Loan
Total Wastewater Utility Fund			<u>1,150,000</u>		
520001-980101	Transfer from General Fund	-	1,150,000	1,150,000	One-Time, Non-Recurring Transfer to Fund Defeasance of Interfund Loan
Total Golf Course Fund			<u>1,150,000</u>		
Total for All Funds			<u><u>3,000,000</u></u>		

SUBJECT: DASHBOARDS

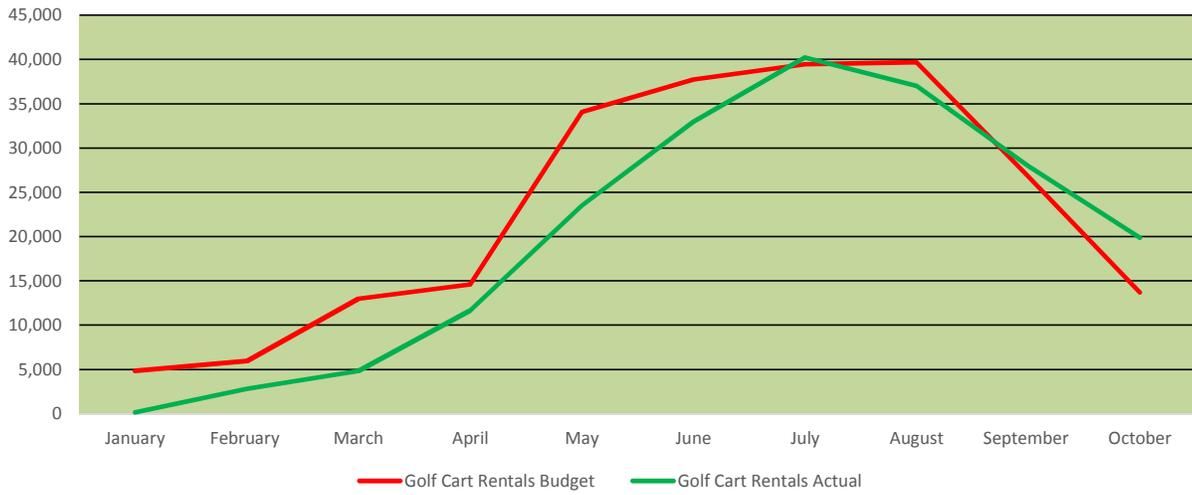
DATE: NOVEMBER 28, 2016

PRESENTED BY: VARIOUS DEPARTMENTS

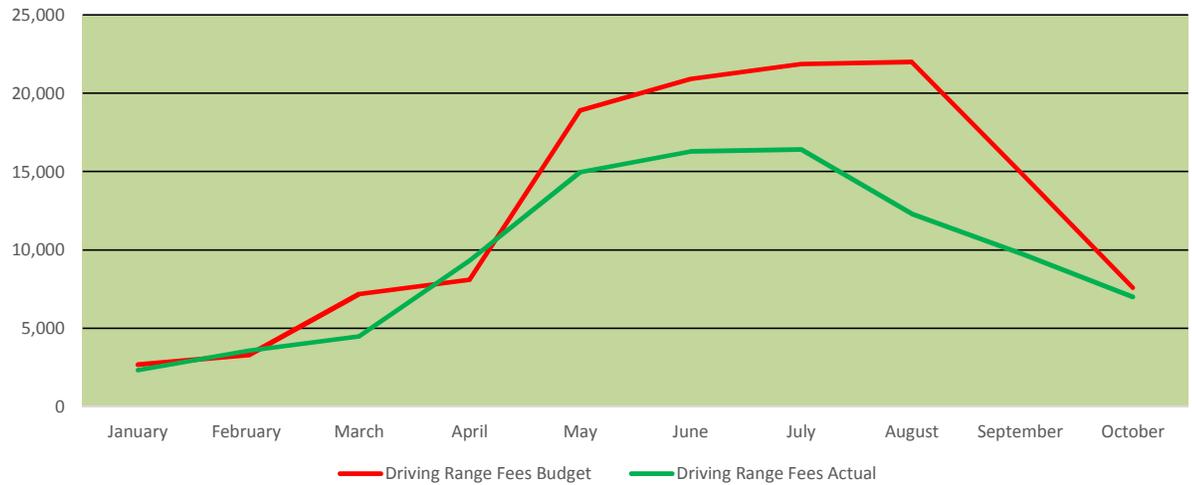
SUMMARY:

The following dashboard information was received from the Golf Course.

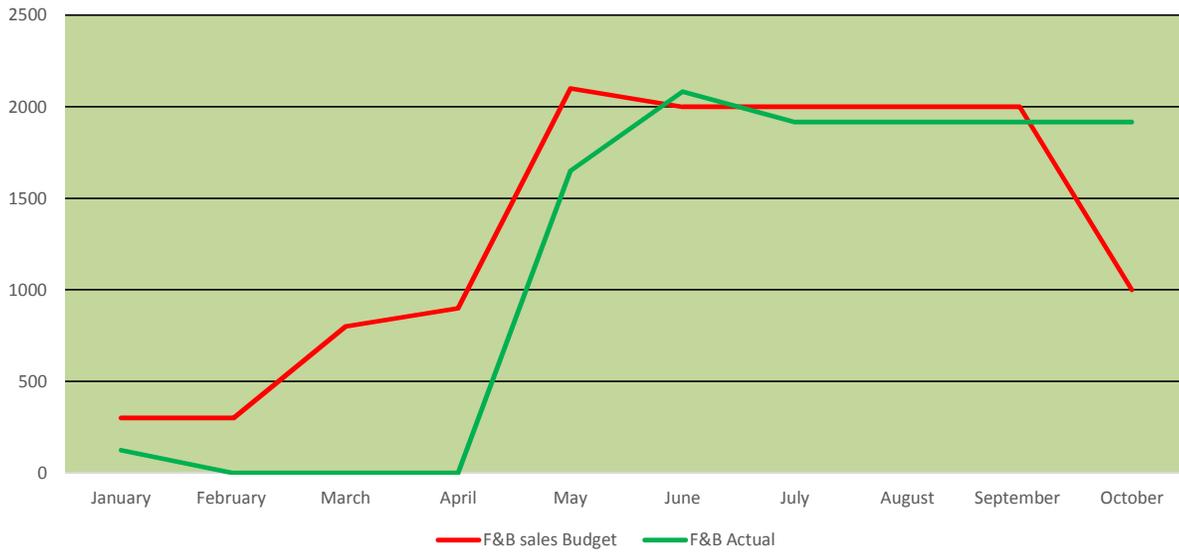
2016 Golf Cart Rentals Projected Compared to Actual



2016 Driving Range Fees Projected Revenue Compared to Actual



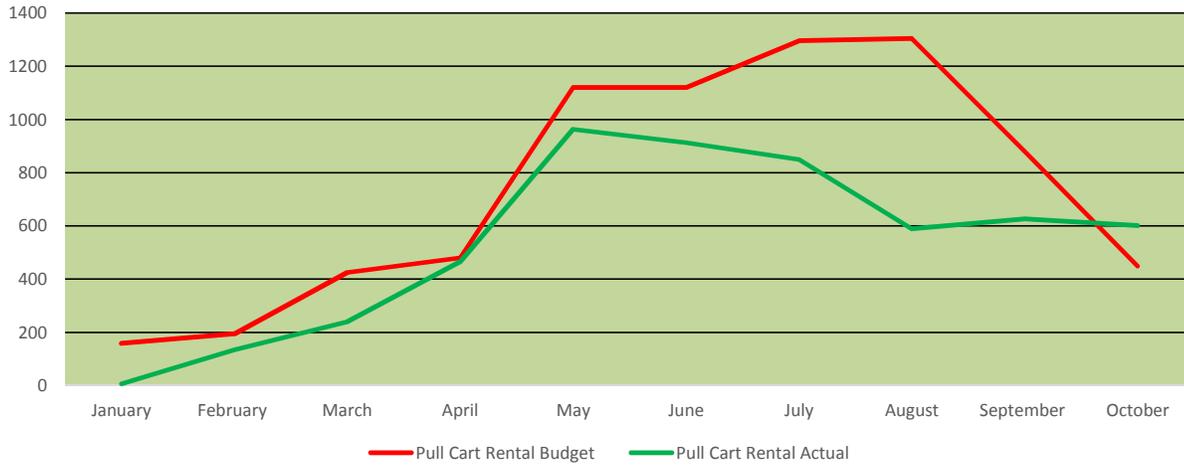
**2016 Food & Beverage Sales
Projected Revenue Compared to Actual**



**2016 Golf Shop Merchandise
Projected Revenue Compared to Actual**



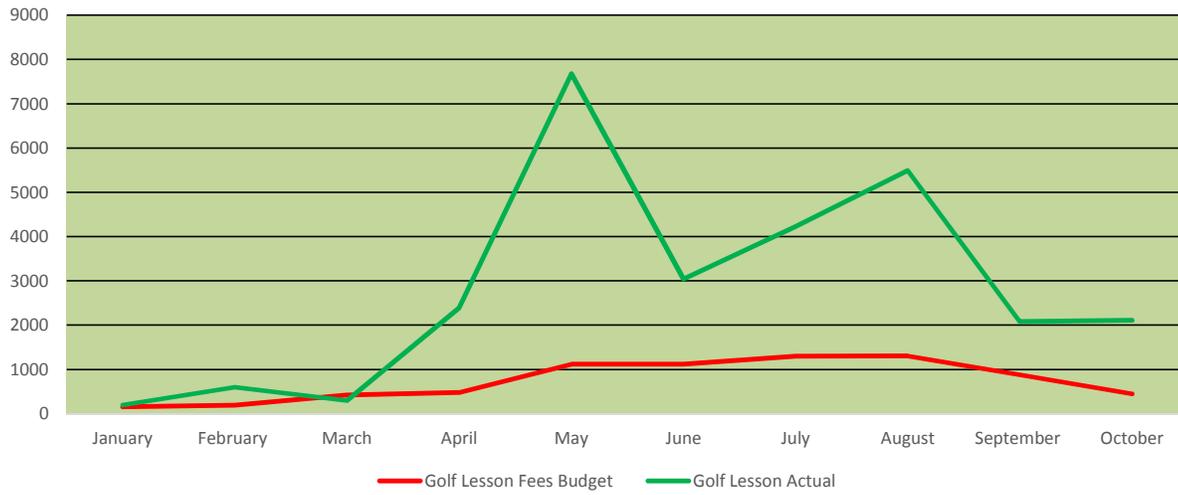
**2016 Pull Cart Rental
Projected Revenue Compared to Actual**



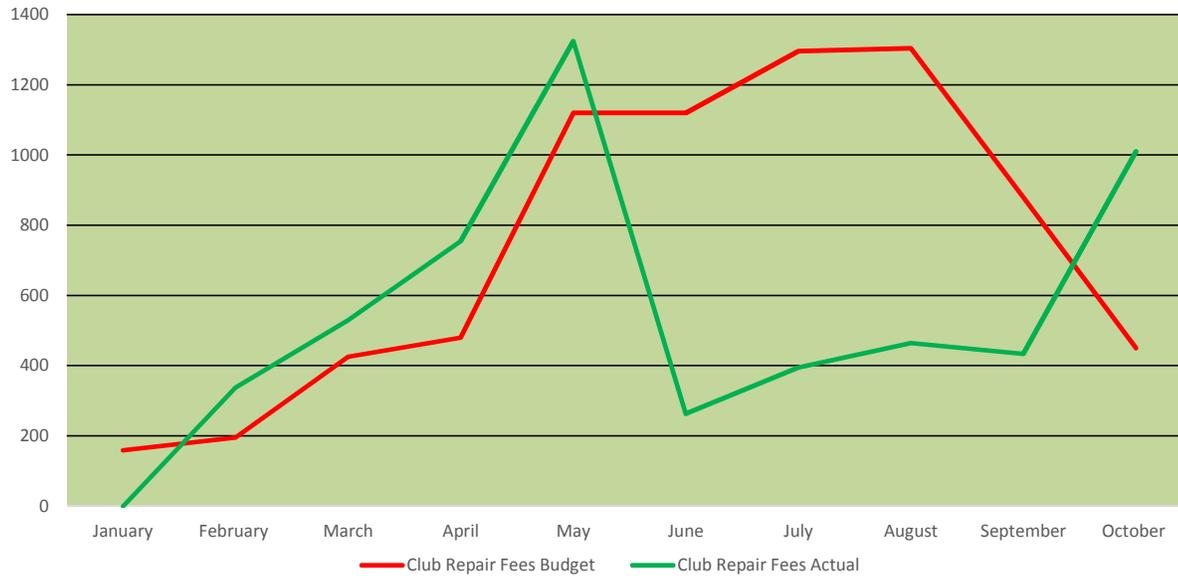
**2016 Golf Club Rentals
Projected Revenue Compared to Actual**



**2016 Golf Lessons
Projected Revenue Compared to Actual**

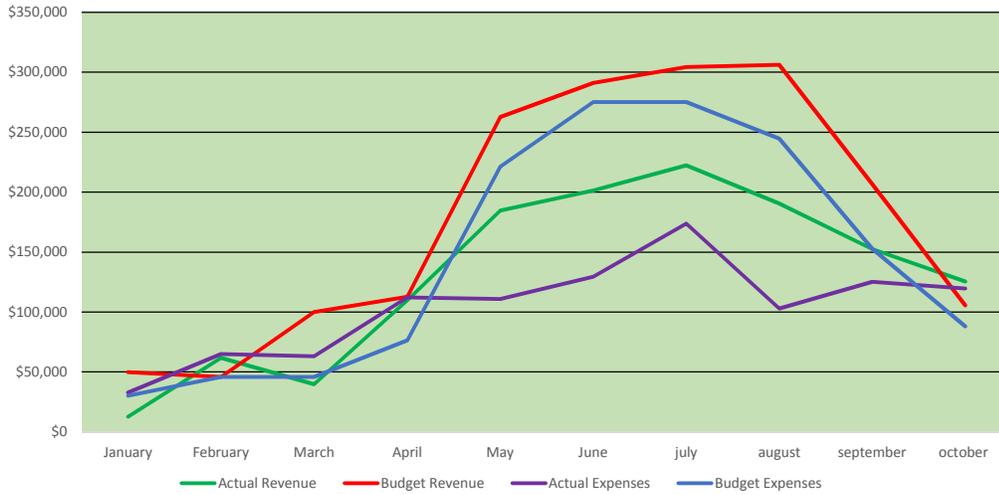


**2016 Club Repair Fees
Projected Revenue Compared to Actual**



	January	February	March	April	May	June	July	August	September	October
Actual Revenue	\$12,670	\$61,845	\$39,867	\$109,749	\$184,610	\$201,475	\$222,449	\$190,352	\$152,644	\$125,448
Budget Revenue	\$49,839	\$45,813	\$100,076	\$112,656	\$262,724	\$291,028	\$304,171	\$306,104	\$206,536	\$105,710
Actual Expenses	\$32,794	\$65,005	\$63,111	\$112,273	\$110,823	\$129,507	\$173,658	\$102,953	\$125,162	\$119,681
Budget Expenses	\$30,282	\$45,840	\$45,841	\$76,404	\$221,346	\$275,049	\$275,049	\$244,488	\$152,805	\$87,964

Net Position



	January	February	March	April	May	June	July	August	September	October
Actual Revenue	\$12,670	\$61,845	\$39,867	\$109,749	\$184,610	\$203,523	\$226,823	\$190,352	\$152,644	\$125,448
Actual Expenses	\$32,794	\$65,005	\$63,111	\$112,273	\$110,823	\$129,507	\$203,706	\$102,953	\$125,162	\$119,681
Net Position (actual)	-\$20,124	-\$3,160	-\$23,244	-\$2,524	\$73,787	\$74,016	\$23,117	\$87,399	\$27,482	\$5,767
Budget Revenue	\$49,839	\$45,813	\$100,076	\$112,656	\$262,744	\$288,703	\$304,171	\$306,104	\$206,536	\$105,710
Budget Expenses	\$30,243	\$45,840	\$45,841	\$76,404	\$213,927	\$275,049	\$316,023	\$244,488	\$152,805	\$87,964
Net Position (budget)	\$19,596	-\$27	\$54,235	\$36,252	\$48,817	\$13,654	-\$11,852	\$61,616	\$53,731	\$17,746

Running Total Net Position



REVISED Dashboard

	Oct-16		YTD	YTD
	October	October	actual	Budget
Background information	actual	budget		
Playable Days	27	28		
Total Rounds	2,653	1,802	26,129	30,219
Revenue				
Green fees	78,575	65,871	744,831	1,104,269
golf cart fee	19,897	13,715	201,686	227,247
range	7,011	7,601	96,515	127,416
annual pass	1,250	7,601	122,924	127,416
golf shop sales	10,906	8,164	89,664	136,999
Food & beverage	-	845	124	1,650
** All other revenue	7,809	1,913	67,003	62,832
total revenue	125,448	105,710	1,322,747	1,787,829
total revenue per round	47.29	58.66	50.62	59.16
Expenditures				
	October	October	YTD	YTD
Course maintenance	67,416	51,752	495,725	709,604
Marketing	6,555	4,422	89,157	129,191
All other operations & expendi	45,710	31,790	545,069	627,853
Total expenditures	119,681	87,964	1,129,951	1,466,648
Capital Projects	5,697	0	57,531.00	298,000
Net Position				
Total revenue - total exper	70	17,746	135,265	\$ 23,181

** all other revenue	** all other operations & expenditures
golf instruction	Golf Operations expenditures & wages
golf club repairs	Building maintenance & utilities
gift certificate sales	
golf club rentals	
handicap fees	
pull cart sales	
reimbursement for F&B utilities	

SUBJECT: SALES TAX REPORTS FOR THE MONTH ENDED SEPTEMBER 30, 2016

DATE: NOVEMBER 28, 2016

PRESENTED BY: PENNEY BOLTE, FINANCE DEPARTMENT

SUMMARY:

Attached are the monthly revenue reports for sales tax, lodging tax, auto use tax, consumer use tax, and building use tax for the month ending September 30, 2016. Also included are the monthly and quarterly reports on sales tax revenue by area, by industry, the revenue by area graphs for restaurants, and the historical sales tax revenue report.

Total revenues for the taxes contained in these reports through September 2016 are up 8.3% YTD over 2015.

The month of September 2016 ended with sales tax revenue up 4.6% from September 2015. YTD revenue for 2016 is 6.1% above 2015 and 1.9% above current projections.

Sales tax revenue for the top 50 vendors increased 1.2% for the month of September 2016, and is 3.2% above 2015 YTD. Gains through September 2016 include the sectors: Grocery (8.7%), Hotels (7.6%), and Home Improvement (6.5%). Declines YTD include the sectors: General Merchandise (-1.8%), Restaurants (-1.9%), and Telecommunications/Utilities (-5.5%).

Lodging tax revenue for September 2016 increased 10.6% from September 2015. YTD revenues are up 6.8% compared to 2015, and lodging tax revenue is currently 1.8% above current projections.

Auto use tax revenue for September 2016 decreased 7% from September 2015. YTD revenues are up 2.2% compared to 2015, but are currently 4.7% below current projections.

Building use tax revenue for September 2016 decreased 35% from September 2015. YTD revenues are up 21.5% from 2015 revenues and are presently 6.8% below current projections.

Consumer use tax revenue for September 2016 decreased 27.2% from September 2015 but YTD revenues are 18% above 2015. Consumer use tax collections through September 2016 are \$1,217,110 which is 28.9% above current projections.

SUBJECT: SALES TAX REPORTS FOR THE MONTH ENDED SEPTEMBER 30, 2016

DATE: NOVEMBER 28, 2016

PAGE 2 OF 2

The monthly and quarterly sales tax revenue by area reports represent the YTD retail health of various quadrants of the City. These reports include all vendors remitting tax to the City.

The Monthly Revenue by Area report for September 2016 indicates gains in all areas except; Highway 42 South, CTC, Pine Street, Centennial Valley, and Residential which all declined for the month.

The Quarterly Revenue by Area sales tax report through 3rd quarter 2016 is a one-page snapshot for major areas in the City. The original sectors are combined into Western, Eastern, Northern, Central and Outside City areas. All major areas of the City recognized gains through 3rd quarter 2016.

The monthly and quarterly sales tax revenue by industry reports represent the retail health of individual industry sectors of the City. These reports include all vendors remitting tax to the City.

The Monthly Revenue by Industry report for September 2016 indicates gains in all sectors except, General Merchandise, Other Retail, Finance/Leasing, Apparel, Construction, and Agriculture.

As with the Quarterly Revenue by Area report, the Quarterly Revenue by Industry sales tax report through 3rd quarter 2016 represents industry sectors that have been grouped together and are color-coded. All major industry sectors ended up for the quarter except General Merchandise.

The Restaurant Revenue graphs indicate Eating and Drinking establishment revenue remains up overall and all restaurant areas are up in total YTD. The 3rd quarter does reflect a flattening of revenues for Downtown and SBR/Hwy 42 and McCaslin restaurants which are at similar levels as were attained in 2015. Restaurants in Louisville Plaza and the Interchange areas recognized gains for the quarter.

The Historical quarterly report indicates the revenue for 3rd quarter 2016 as the highest 3rd quarter of sales tax revenue recorded by the City.

CITY OF LOUISVILLE

**Revenue History
2011 through 2016**

YEAR	MONTH	SALES TAX	USE TAX	BLDG USE TAX	AUTO USE TAX	LODGING TAX	AUDIT REVENUE	TOTAL
2016	JANUARY	886,723	222,163	174,842	100,855	25,767	8,203	1,418,554
	FEBRUARY	920,875	109,063	76,430	97,034	28,321	23,180	1,254,904
	MARCH	1,054,128	112,590	159,627	121,325	32,422	21,364	1,501,456
	APRIL	949,906	131,439	62,683	109,192	35,442	122,599	1,411,260
	MAY	1,032,963	93,047	235,856	90,115	48,597	24,809	1,525,386
	JUNE	1,216,853	145,283	510,772	109,738	56,221	8,832	2,047,699
	JULY	1,136,035	65,541	161,699	112,981	61,691	233	1,538,181
	AUGUST	1,050,800	124,102	155,447	140,522	60,005	3,013	1,533,891
	SEPTEMBER	1,153,466	101,636	64,269	112,981	49,801	12,266	1,494,419
	OCTOBER							-
	NOVEMBER							-
	DECEMBER							-
	YTD TOTALS		9,401,749	1,104,865	1,601,626	994,743	398,267	224,500
YTD Variance % to Prior Year		7.7%	21.9%	21.5%	1.9%	7.7%	-40.4%	8.3%
2015	JANUARY	930,279	85,960	65,576	106,340	24,681	10,554	1,223,389
	FEBRUARY	751,446	89,441	35,569	113,225	23,429	64,859	1,077,969
	MARCH	966,850	124,548	136,921	111,521	30,900	52,296	1,423,036
	APRIL	926,082	94,037	93,561	89,588	34,080	72,649	1,309,996
	MAY	931,057	89,679	157,466	93,186	47,601	36,203	1,355,193
	JUNE	1,116,715	136,236	42,484	99,549	51,846	6,755	1,453,585
	JULY	1,026,333	68,703	472,951	107,445	57,071	29,908	1,762,410
	AUGUST	983,178	95,308	214,635	131,001	55,216	61,248	1,540,586
	SEPTEMBER	1,097,796	122,579	98,891	123,913	45,015	42,235	1,530,430
	OCTOBER	948,794	101,783	149,737	123,187	45,615	56,024	1,425,141
	NOVEMBER	933,235	119,106	72,504	131,168	28,694	19,884	1,304,591
	DECEMBER	1,360,790	145,597	45,098	142,083	22,498	8,276	1,724,342
	YTD TOTALS		11,972,557	1,272,978	1,585,392	1,372,205	466,646	460,891
YTD Variance % to Prior Year		7.0%	18.7%	30.0%	11.0%	9.2%	-44.0%	7.3%
2014	JANUARY	798,792	56,727	40,650	141,060	22,487	137,276	1,196,991
	FEBRUARY	708,164	72,199	196,461	83,341	22,789	18,193	1,101,147
	MARCH	891,756	88,634	99,076	98,457	27,659	145,636	1,351,217
	APRIL	990,489	88,362	93,637	117,881	29,651	42,908	1,362,927
	MAY	928,421	59,387	270,829	85,769	41,240	2,776	1,388,422
	JUNE	1,013,900	111,632	102,883	88,813	47,149	29,230	1,393,608
	JULY	866,647	114,724	70,466	79,622	54,076	15,679	1,201,213
	AUGUST	983,356	87,629	46,088	105,531	51,658	156,497	1,430,760
	SEPTEMBER	974,352	99,986	58,752	116,646	41,146	7,841	1,298,723
	OCTOBER	876,022	79,004	57,992	109,404	40,328	51,399	1,214,149
	NOVEMBER	867,460	66,255	157,394	85,387	27,146	212,991	1,416,633
	DECEMBER	1,294,297	147,830	24,949	123,793	21,905	3,019	1,615,792
	YTD TOTALS		11,193,655	1,072,369	1,219,177	1,235,702	427,234	823,445
YTD Variance % to Prior Year		7.5%	13.3%	1.6%	8.9%	12.4%	-5.7%	6.8%
2013	JANUARY	777,242	(29,020)	184,731	86,731	20,848	75,241	1,115,772
	FEBRUARY	669,879	70,363	69,470	80,297	19,921	12,621	922,552
	MARCH	820,313	74,217	263,140	106,476	22,836	29,624	1,316,606
	APRIL	870,965	61,435	78,235	95,575	26,040	13,499	1,145,748
	MAY	918,954	69,690	54,267	83,905	35,636	121,805	1,284,257
	JUNE	895,906	116,514	120,854	68,997	40,725	64,668	1,307,664
	JULY	856,770	44,927	91,461	89,328	46,440	57,571	1,186,497
	AUGUST	821,538	38,974	87,374	124,484	41,990	7,939	1,122,299
	SEPTEMBER	1,017,791	114,209	19,729	90,523	37,157	11,137	1,290,547
	OCTOBER	827,461	53,102	130,501	117,513	42,825	207,939	1,379,340
	NOVEMBER	812,544	70,204	79,635	82,127	26,122	143,923	1,214,555
	DECEMBER	1,125,418	261,530	20,236	108,929	19,492	126,849	1,662,455
	YTD TOTALS		10,414,782	946,144	1,199,631	1,134,885	380,033	872,817
YTD Variance % to Prior Year		6.8%	-7.9%	40.5%	16.4%	3.9%	131.5%	12.0%
2012	JANUARY	681,326	32,851	27,928	70,085	21,299	-	833,489
	FEBRUARY	656,603	52,354	40,696	81,880	21,356	2,109	854,997
	MARCH	816,468	79,749	109,195	79,824	24,428	2,410	1,112,074
	APRIL	757,617	47,489	150,645	59,779	24,803	12,949	1,053,282
	MAY	855,685	90,373	55,162	65,752	37,456	49,231	1,153,658
	JUNE	890,833	108,900	89,259	80,272	45,122	9,662	1,224,048
	JULY	794,745	27,905	88,794	80,362	40,743	12,508	1,045,056
	AUGUST	776,002	24,579	62,942	88,605	46,121	160,774	1,159,024
	SEPTEMBER	836,117	71,431	35,963	83,421	34,550	9,971	1,071,452
	OCTOBER	737,769	30,677	87,218	116,085	31,783	2,806	1,006,338
	NOVEMBER	855,913	51,205	15,558	76,425	20,814	7,825	1,027,740
	DECEMBER	1,091,578	409,811	90,571	92,223	17,408	106,845	1,808,436
	YTD TOTALS		9,750,654	1,027,323	853,932	974,711	365,884	377,090
YTD Variance % to Prior Year		7.0%	86.8%	16.2%	8.4%	9.0%	160.1%	

**City of Louisville, Colorado
Total Sales Tax Revenue
2012 -2016**

Month Of Sale	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2016 Actual	Mnthly % Of 2015	Y-T-D % Of 2015	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	681,326	778,705	800,685	938,911	947,859	890,050	94.8%	94.8%	93.9%	93.9%
Feb	658,227	677,256	708,418	808,454	849,537	922,502	114.1%	103.7%	108.6%	100.8%
Mar	818,491	821,853	985,745	979,639	1,055,302	1,055,715	107.8%	105.2%	100.0%	100.5%
Apr	758,944	882,437	993,747	968,100	1,008,818	964,682	99.6%	103.7%	95.6%	99.3%
May	875,629	943,909	929,994	944,922	1,058,213	1,043,401	110.4%	105.1%	98.6%	99.1%
Jun	900,308	950,701	1,015,778	1,120,140	1,159,400	1,218,023	108.7%	105.8%	105.1%	100.3%
Jul	806,223	864,327	871,158	1,038,928	1,045,409	1,136,243	109.4%	106.3%	108.7%	101.5%
Aug	787,880	828,581	1,096,941	993,159	1,027,609	1,053,719	106.1%	106.3%	102.5%	101.6%
Sep	843,703	1,023,383	980,918	1,103,330	1,108,222	1,154,610	104.6%	106.1%	104.2%	101.9%
Oct	736,736	828,537	907,968	954,697	1,003,212	-	0.0%	95.8%	0.0%	92.0%
Nov	863,243	817,829	869,528	935,693	1,002,276	-	0.0%	87.5%	0.0%	83.8%
Dec	1,093,262	1,129,807	1,294,795	1,364,240	1,356,034	-	0.0%	77.7%	0.0%	74.8%
Totals	9,823,972	10,547,325	11,455,676	12,150,213	12,621,890	9,438,944				
% Of Change	7.1%	7.4%	8.6%	6.1%	10.2%					

**City of Louisville, Colorado
Lodging Tax Revenue
2012 -2016**

Month Of Sale	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2016 Actual	Mnthly % Of 2015	Y-T-D % Of 2015	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	21,299	20,848	22,487	24,681	29,448	25,767	104.4%	104.4%	87.5%	87.5%
Feb	21,356	19,921	22,789	23,429	29,036	28,321	120.9%	112.4%	97.5%	92.5%
Mar	24,428	22,836	27,659	33,963	32,277	32,422	95.5%	105.4%	100.4%	95.3%
Apr	24,803	26,040	29,651	34,080	34,073	35,442	104.0%	105.0%	104.0%	97.7%
May	37,456	35,636	41,240	47,601	50,233	48,597	102.1%	104.1%	96.7%	97.4%
Jun	45,122	40,725	47,149	51,846	53,594	56,221	108.4%	105.2%	104.9%	99.2%
Jul	40,743	46,440	54,917	57,071	58,268	61,691	108.1%	105.8%	105.9%	100.5%
Aug	46,121	41,990	51,658	55,216	57,863	60,005	108.7%	106.3%	103.7%	101.1%
Sep	34,550	37,157	41,146	45,015	46,442	49,801	110.6%	106.8%	107.2%	101.8%
Oct	31,783	42,825	40,328	45,615	47,508	-	0.0%	95.2%	0.0%	90.8%
Nov	20,814	26,122	27,146	28,694	32,676	-	0.0%	89.1%	0.0%	84.5%
Dec	17,408	19,492	21,905	22,498	26,471	-	0.0%	84.8%	0.0%	80.0%
Totals	365,884	380,033	428,075	469,709	497,890	398,267				
% Of Change	9.0%	3.9%	12.6%	9.7%	16.3%					

**City of Louisville, Colorado
Auto Use Tax Revenue
2012 -2016**

Month Of Sale	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2016 Actual	Mnthly % Of 2015	Y-T-D % Of 2015	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	70,085	86,731	141,060	106,340	116,166	100,855	94.8%	94.8%	86.8%	86.8%
Feb	81,880	80,297	83,341	113,225	109,975	97,034	85.7%	90.1%	88.2%	87.5%
Mar	79,824	106,476	98,457	111,521	119,663	121,325	108.8%	96.4%	101.4%	92.3%
Apr	59,779	95,575	117,881	89,588	107,962	109,192	121.9%	101.8%	101.1%	94.4%
May	65,752	83,905	85,769	93,186	105,168	90,115	96.7%	100.9%	85.7%	92.8%
Jun	80,272	68,997	88,813	99,549	112,643	109,738	110.2%	102.4%	97.4%	93.5%
Jul	80,362	89,328	79,622	107,445	112,730	140,522	130.8%	106.6%	124.7%	98.0%
Aug	88,605	124,484	105,531	131,001	129,335	112,981	86.2%	103.5%	87.4%	96.5%
Sep	83,421	90,523	116,646	123,913	132,590	115,244	93.0%	102.2%	86.9%	95.3%
Oct	116,085	117,513	109,404	123,187	134,637	-	0.0%	90.7%	0.0%	84.4%
Nov	76,425	82,127	85,387	131,168	108,529	-	0.0%	81.0%	0.0%	77.3%
Dec	92,223	108,929	123,793	142,083	117,113	-	0.0%	72.7%	0.0%	70.9%
Totals	974,711	1,134,885	1,235,702	1,372,205	1,406,510	997,005				
% Of Change	8.4%	16.4%	8.9%	11.0%	13.8%					

Actual G/L amounts may vary

**City of Louisville, Colorado
Building Use Tax Revenue
2012 -2016**

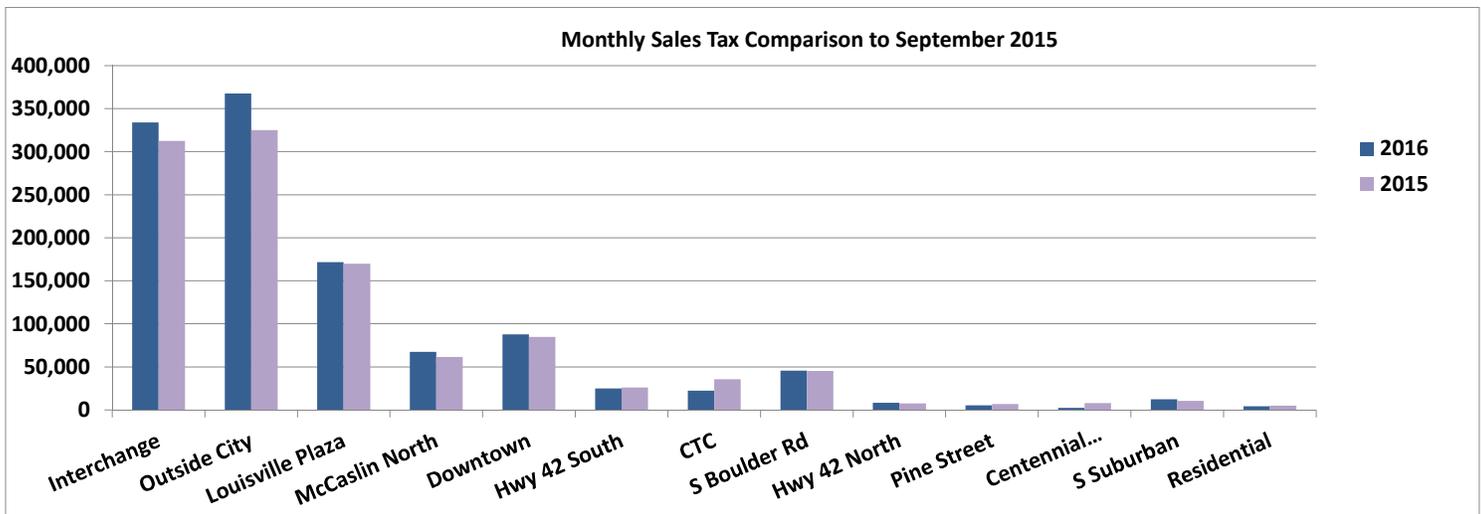
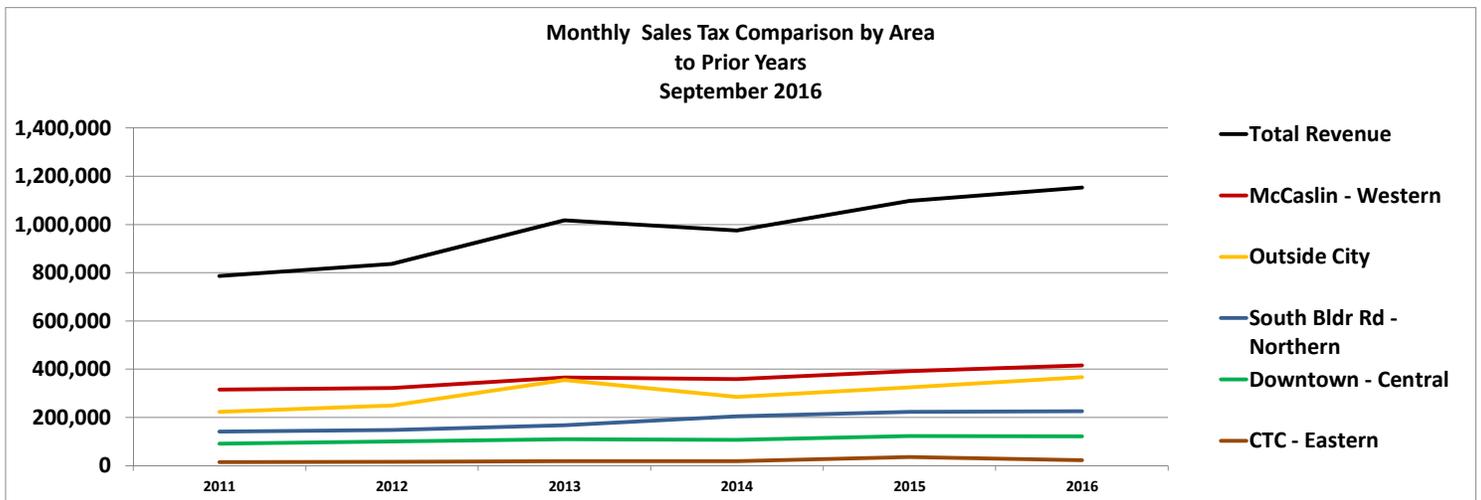
Month Of Sale	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2016 Actual	Mnthly % Of 2015	Y-T-D % Of 2015	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	27,928	184,731	40,650	65,576	143,059	174,842	266.6%	266.6%	122.2%	122.2%
Feb	40,696	69,470	196,461	35,569	144,666	76,430	214.9%	248.4%	52.8%	87.3%
Mar	109,195	263,140	99,076	136,921	215,011	159,627	116.6%	172.6%	74.2%	81.7%
Apr	150,645	78,235	93,637	93,561	168,344	62,683	67.0%	142.8%	37.2%	70.6%
May	55,162	54,267	270,829	157,466	264,554	235,856	149.8%	145.1%	89.2%	75.8%
Jun	89,259	120,854	102,883	42,484	172,023	510,772	1202.3%	229.5%	296.9%	110.2%
Jul	88,794	91,461	70,466	472,951	261,448	161,699	34.2%	137.6%	61.8%	100.9%
Aug	62,942	87,374	46,088	214,635	210,929	155,447	72.4%	126.1%	73.7%	97.3%
Sep	35,963	19,729	58,752	98,891	138,209	64,269	65.0%	121.5%	46.5%	93.2%
Oct	87,218	130,501	57,992	149,737	190,930	-	0.0%	109.1%	0.0%	83.9%
Nov	15,558	79,635	157,394	72,504	153,028	-	0.0%	104.0%	0.0%	77.7%
Dec	90,571	20,236	24,949	45,098	120,739	-	0.0%	101.0%	0.0%	73.4%
Totals	853,932	1,199,631	1,219,177	1,585,392	2,182,940	1,601,626				
% Of Change	16.2%	40.5%	1.6%	30.0%	79.1%					

**City of Louisville, Colorado
Consumer Use Tax Revenue
2012 -2016**

Month Of Sale	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2016 Actual	Mnthly % Of 2015	Y-T-D % Of 2015	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	32,851	37,090	140,825	86,310	79,188	226,633	262.6%	262.6%	286.2%	286.2%
Feb	52,354	74,247	73,497	92,813	76,742	126,682	136.5%	197.2%	165.1%	226.6%
Mar	79,749	85,187	111,992	146,179	120,252	129,773	88.8%	148.5%	107.9%	174.9%
Apr	51,813	61,435	122,627	94,037	88,715	177,473	188.7%	157.5%	200.0%	181.0%
May	118,389	123,930	60,387	101,700	107,817	103,736	102.0%	146.7%	96.2%	161.7%
Jun	108,900	117,226	127,410	139,860	135,030	152,470	109.0%	138.7%	112.9%	150.8%
Jul	27,905	82,469	122,959	83,003	86,223	65,541	79.0%	132.0%	76.0%	141.5%
Aug	162,310	39,698	129,430	135,998	125,863	124,102	91.3%	125.7%	98.6%	135.0%
Sep	71,431	118,185	99,986	151,963	124,548	110,699	72.8%	118.0%	88.9%	128.9%
Oct	34,241	233,281	88,790	140,631	136,714	-	0.0%	103.8%	0.0%	112.6%
Nov	51,205	190,782	240,584	133,558	165,289	-	0.0%	93.2%	0.0%	97.7%
Dec	410,995	366,082	149,849	149,597	348,959	-	0.0%	83.6%	0.0%	76.3%
Totals	1,202,143	1,529,611	1,468,338	1,455,649	1,595,340	1,217,110				
% Of Change	116.2%	27.2%	-4.0%	-0.9%	8.6%					

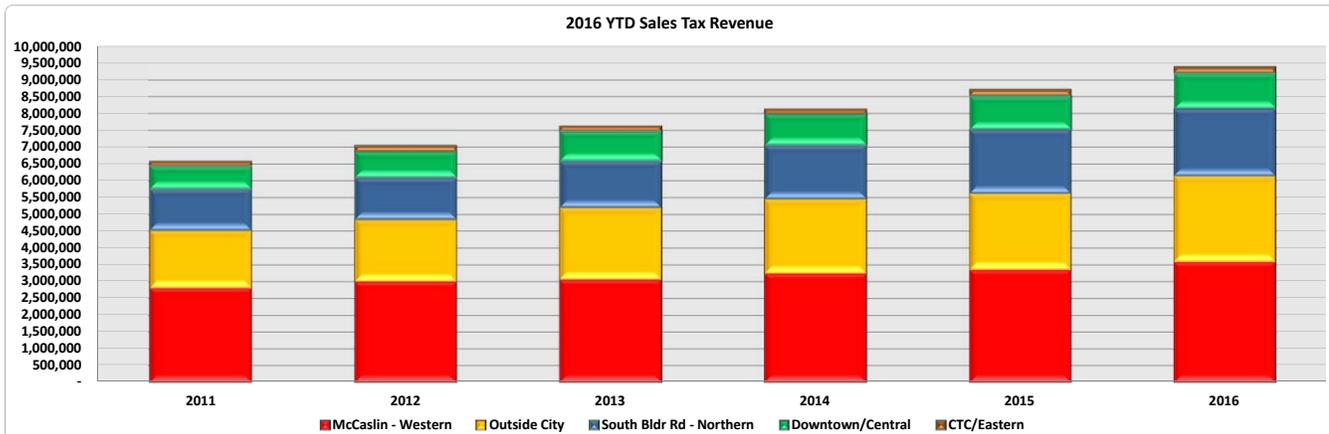
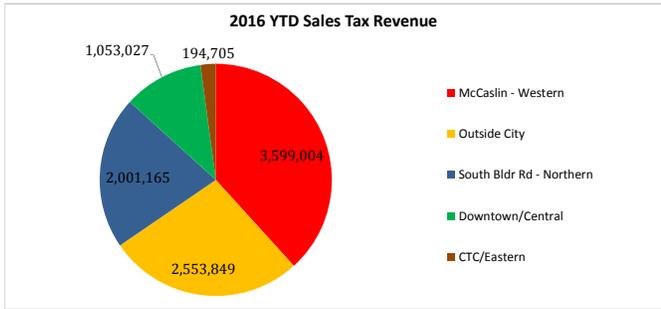
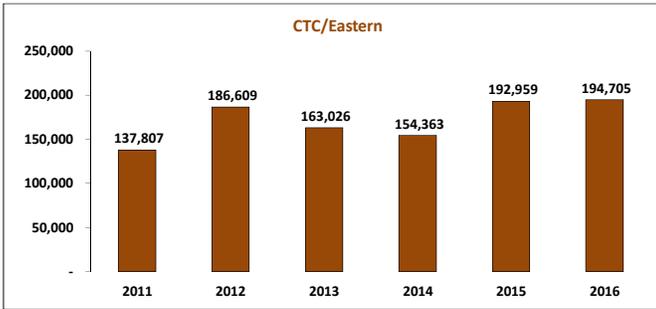
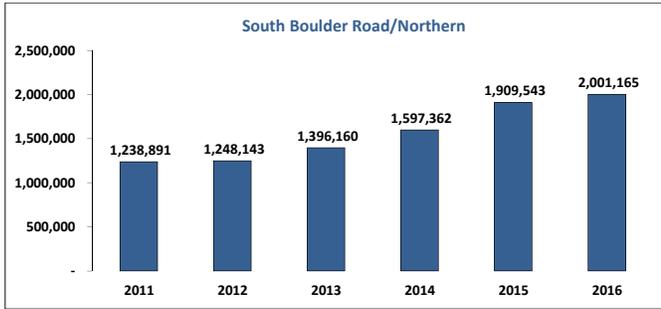
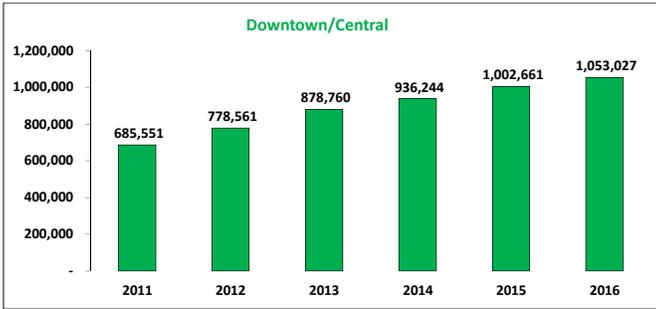
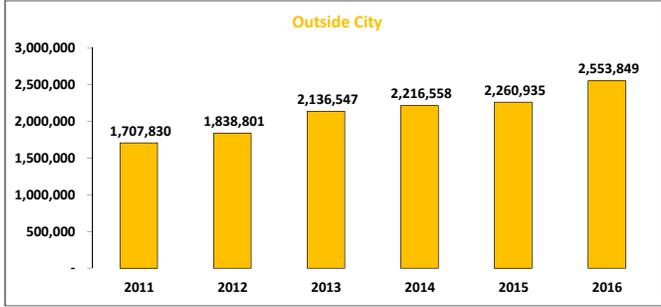
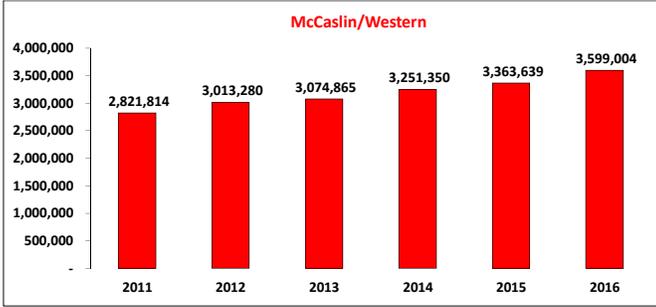
Monthly Sales Tax Revenue Comparisons by Area (September 2016)

AREA NAME	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	% Of Total	% Change
Interchange	252,248	263,297	301,016	290,518	312,304	333,976	29.0%	6.9%
Outside City	222,950	249,393	354,945	285,379	325,220	367,477	31.9%	13.0%
Louisville Plaza	122,103	128,044	149,082	154,373	169,868	171,715	14.9%	1.1%
McCaslin North	56,144	51,591	58,348	60,899	61,341	67,399	5.8%	9.9%
Downtown	64,421	68,557	75,151	75,187	84,932	87,568	7.6%	3.1%
Hwy 42 South	18,635	17,691	21,868	21,235	25,827	24,874	2.2%	-3.7%
CTC	15,002	16,426	19,278	19,025	35,424	22,177	1.9%	-37.4%
S Boulder Rd	10,775	11,157	13,453	41,238	45,337	45,714	4.0%	0.8%
Hwy 42 North	8,497	8,805	5,685	8,591	7,354	8,245	0.7%	12.1%
Pine Street	5,347	10,546	8,259	6,438	6,877	5,370	0.5%	-21.9%
Centennial Valley	1,344	1,467	864	3,692	7,802	2,494	0.2%	-68.0%
S Suburban	6,056	5,613	5,921	4,032	10,568	12,439	1.1%	17.7%
Residential	2,264	3,528	3,920	3,745	4,943	4,018	0.3%	-18.7%
Total Revenue	785,785	836,117	1,017,791	974,352	1,097,796	1,153,466		
% Of Change	6.9%	6.4%	21.7%	-4.3%	12.7%	5.1%		



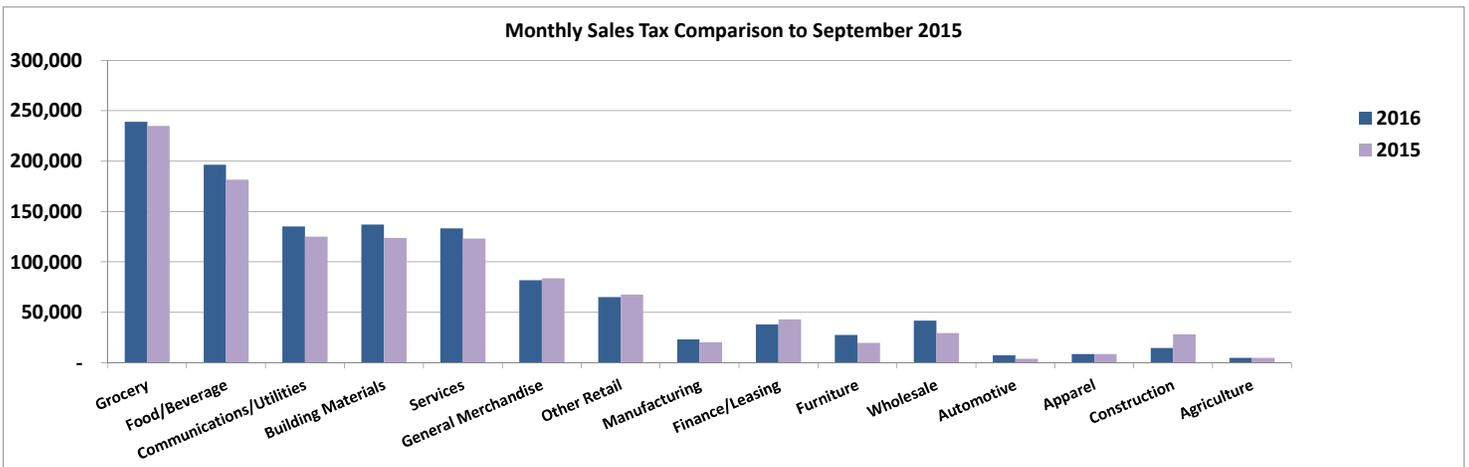
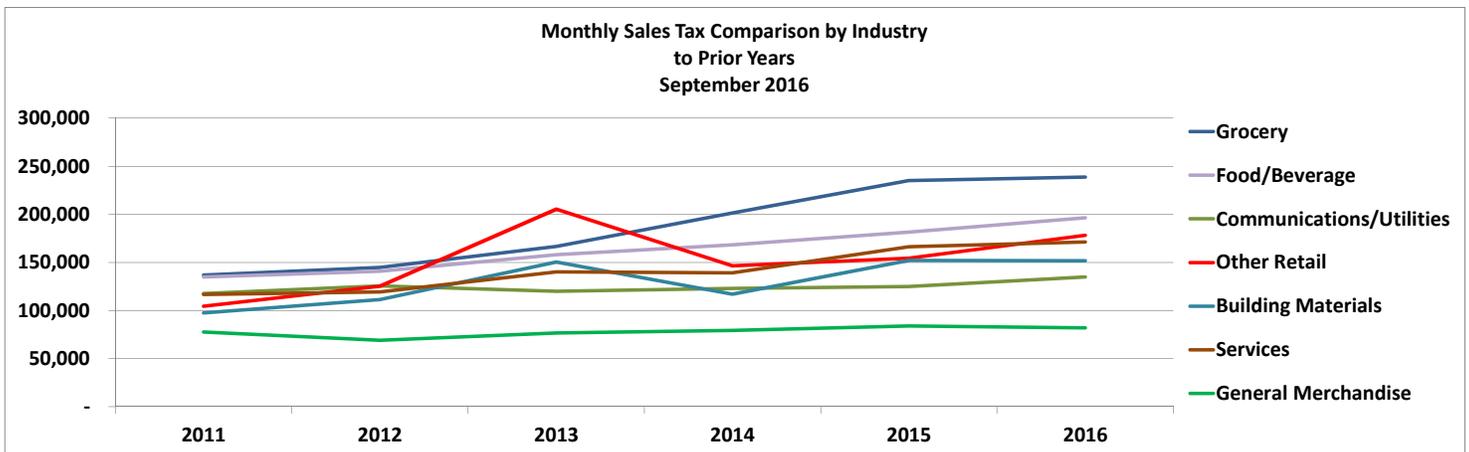
CITY OF LOUISVILLE
Sales Tax Revenue History by Area (Jan. - Sept. 2016)

	2011	% Var	2012	% Var	2013	% Var	2014	% Var	2015	% Var	2016	% Var	% of Total
McCaslin - Western	2,821,814	1.97%	3,013,280	6.79%	3,074,865	2.04%	3,251,350	5.74%	3,363,639	3.45%	3,599,004	7.00%	38.3%
Outside City	1,707,830	2.59%	1,838,801	7.67%	2,136,547	16.19%	2,216,558	3.74%	2,260,935	2.00%	2,553,849	12.96%	27.2%
South Bldr Rd - Northern	1,238,891	-1.39%	1,248,143	0.75%	1,396,160	11.86%	1,597,362	14.41%	1,909,543	19.54%	2,001,165	4.80%	21.3%
Downtown/Central	685,551	21.51%	778,561	13.57%	878,760	12.87%	936,244	6.54%	1,002,661	7.09%	1,053,027	5.02%	11.2%
CTC/Eastern	137,807	-16.85%	186,609	35.41%	163,026	-12.64%	154,363	-5.31%	192,959	25.00%	194,705	0.90%	2.1%
	6,591,893	2.7%	7,065,395	7.2%	7,649,359	8.3%	8,155,876	6.6%	8,729,737	7.0%	9,401,749	7.7%	



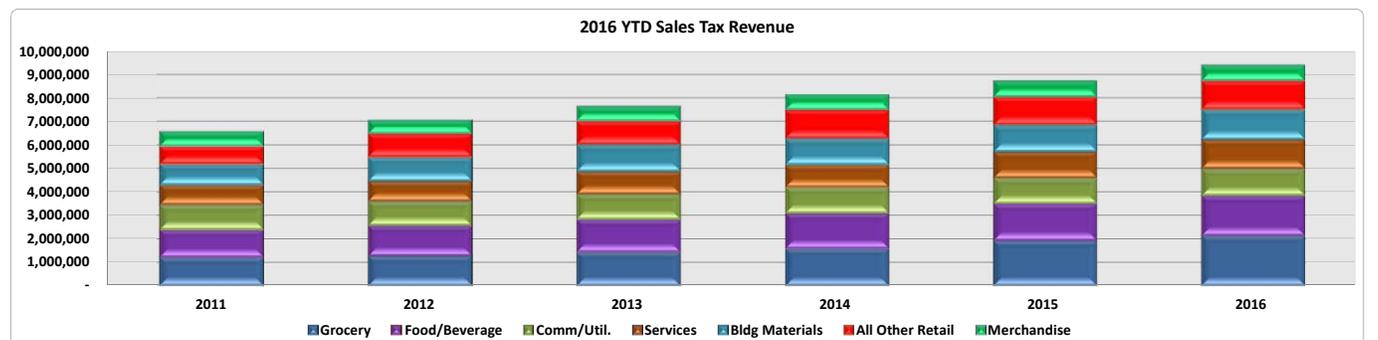
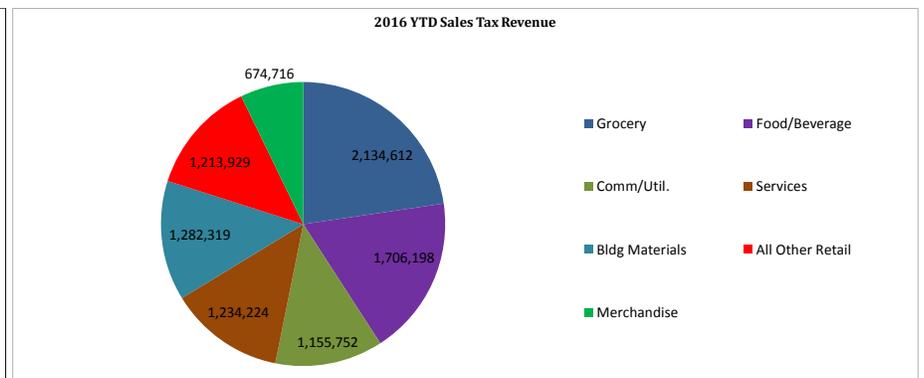
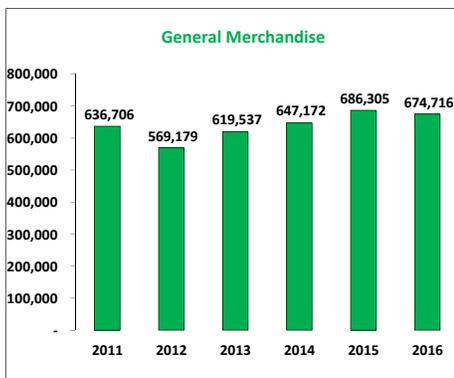
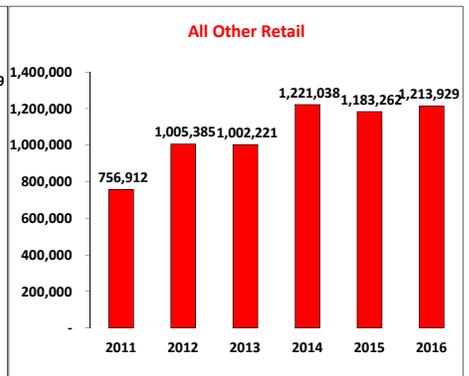
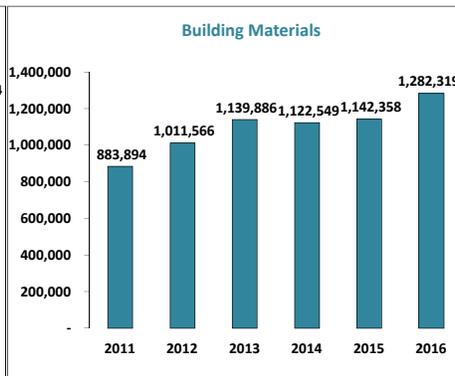
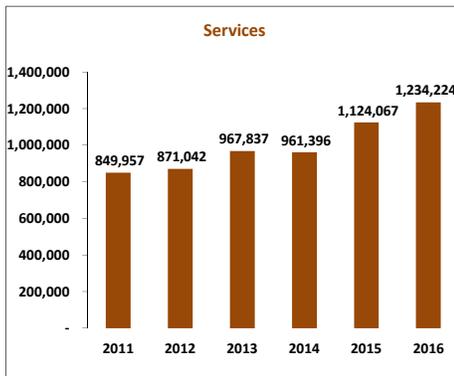
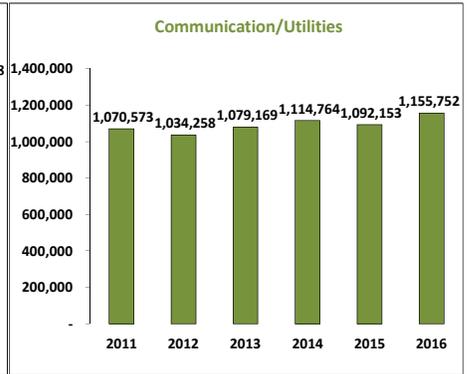
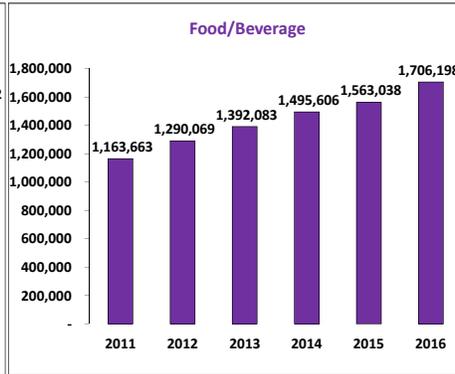
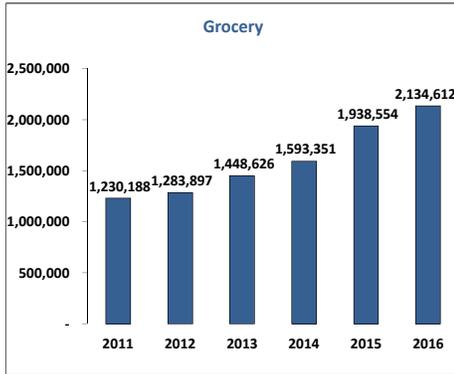
Monthly Sales Tax Revenue Comparisons by Industry (September 2016)

AREA NAME	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual	% Of Total	% Change
Grocery	136,929	144,628	166,752	201,457	234,987	238,897	20.7%	1.7%
Food/Beverage	134,799	140,873	158,161	168,279	181,431	196,281	17.0%	8.2%
Communications/Utilities	117,792	125,755	120,115	122,985	125,072	135,017	11.7%	8.0%
Building Materials	95,962	106,993	146,116	111,767	123,879	137,137	11.9%	10.7%
Services	90,775	96,152	108,993	101,285	123,174	133,275	11.6%	8.2%
General Merchandise	77,584	69,034	76,593	79,344	83,796	81,808	7.1%	-2.4%
Other Retail	45,970	60,210	42,726	61,728	67,720	65,115	5.6%	-3.8%
Manufacturing	11,278	17,844	100,502	15,178	20,281	23,326	2.0%	15.0%
Finance/Leasing	26,007	23,099	31,199	37,767	42,984	38,133	3.3%	-11.3%
Furniture	16,494	18,302	27,914	22,827	19,581	27,543	2.4%	40.7%
Wholesale	18,352	14,135	17,474	26,889	29,365	41,713	3.6%	42.1%
Automotive	4,551	7,409	4,623	5,960	3,918	7,329	0.6%	87.1%
Apparel	6,727	5,708	8,205	8,548	8,679	8,508	0.7%	-2.0%
Construction	1,554	4,275	4,367	5,193	28,159	14,644	1.3%	-48.0%
Agriculture	1,013	1,700	4,050	5,145	4,769	4,741	0.4%	-0.6%
Totals	785,785	836,117	1,017,791	974,352	1,097,796	1,153,466		
% Of Change	6.9%	6.4%	21.7%	16.5%	12.7%	5.1%		

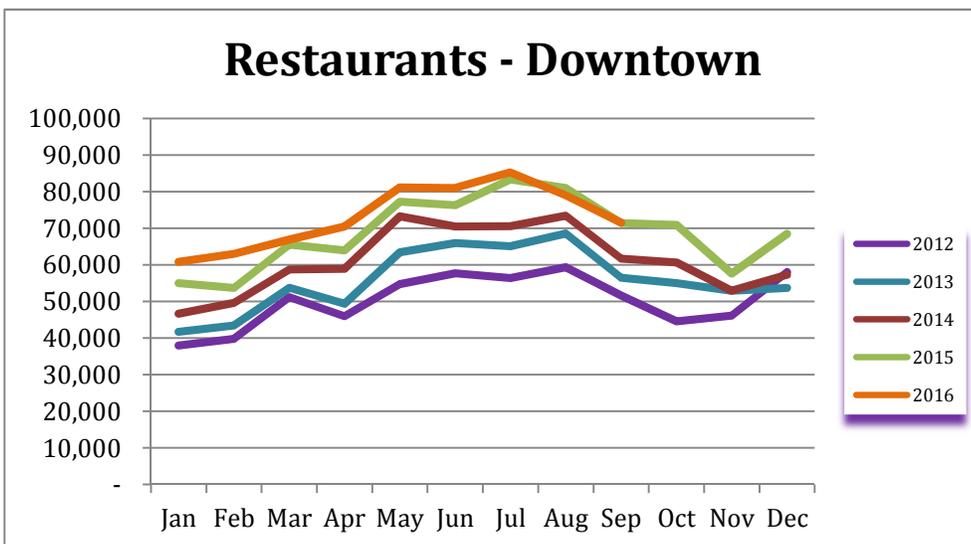
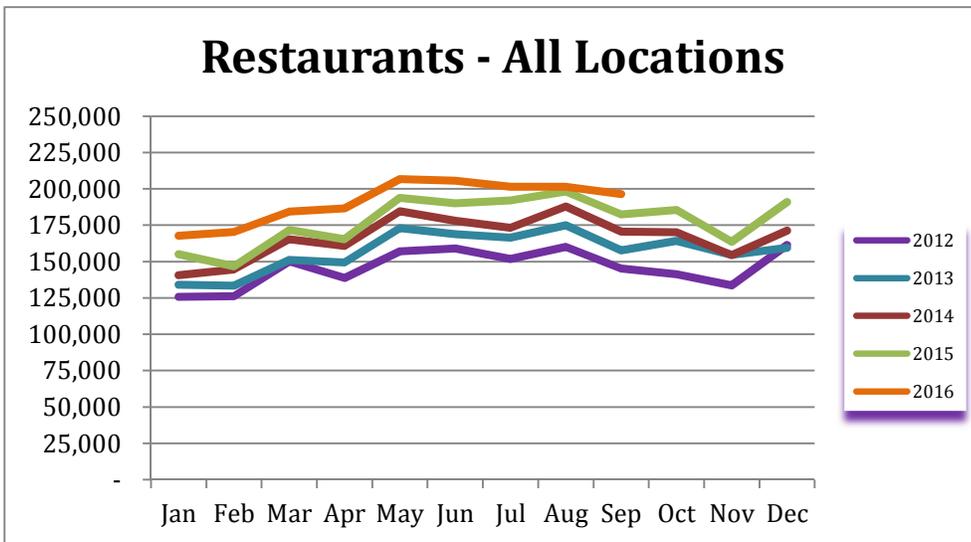
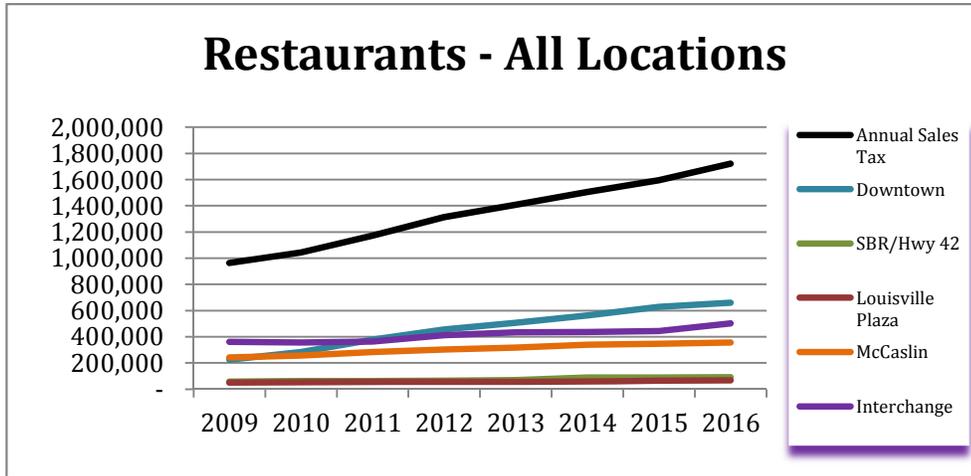


CITY OF LOUISVILLE
Revenue History by Industry (Jan. - Sept. 2016)

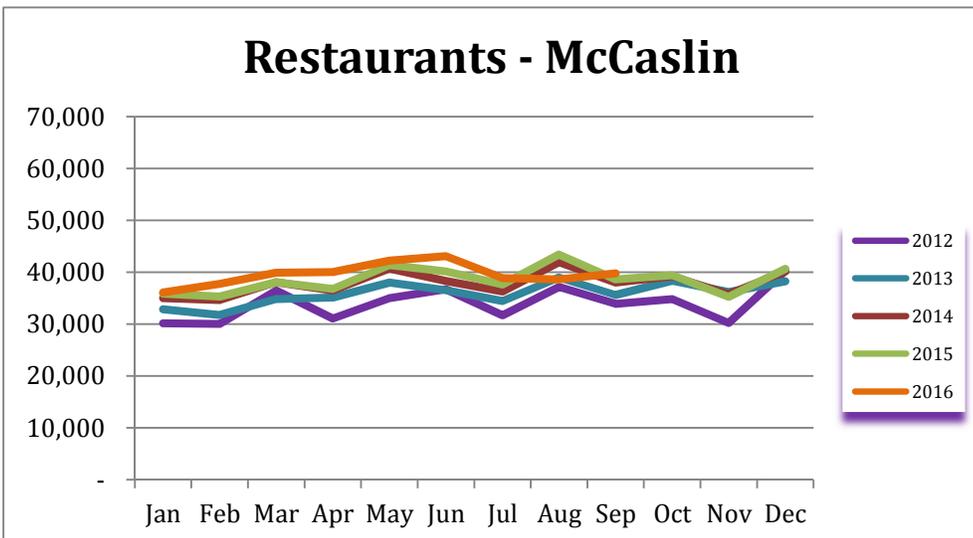
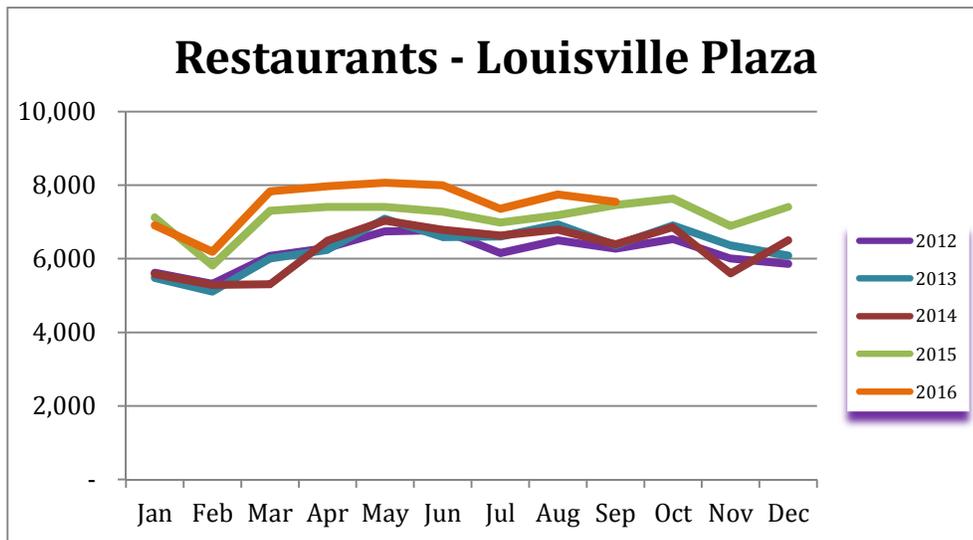
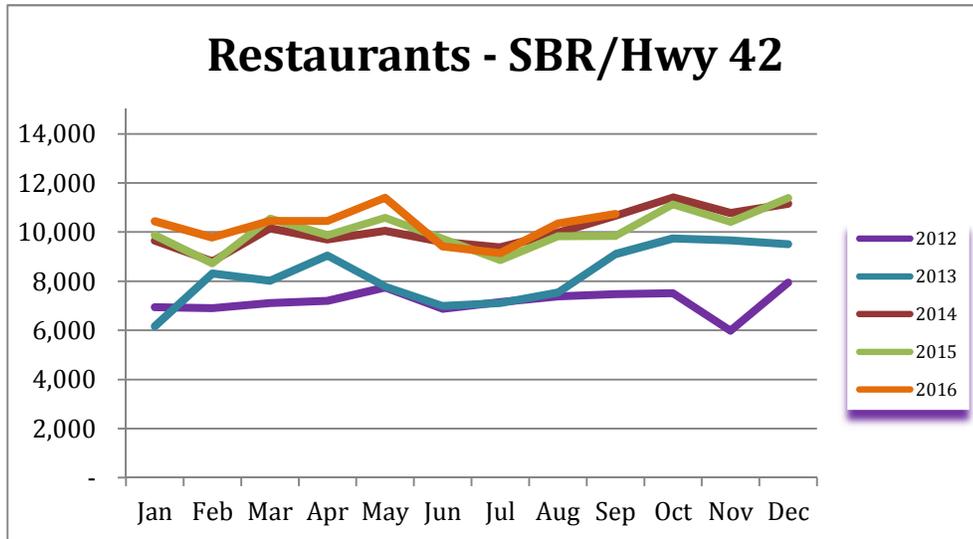
	2011	% Var	2012	% Var	2013	% Var	2014	% Var	2015	% Var	2016	% Var	% of Total
Grocery	1,230,188	-5.8%	1,283,897	4.4%	1,448,626	12.8%	1,593,351	10.0%	1,938,554	21.7%	2,134,612	10.1%	22.7%
Food/Beverage	1,163,663	12.8%	1,290,069	10.9%	1,392,083	7.9%	1,495,606	7.4%	1,563,038	4.5%	1,706,198	9.2%	18.1%
Comm/Util.	1,070,573	-2.3%	1,034,258	-3.4%	1,079,169	4.3%	1,114,764	3.3%	1,092,153	-2.0%	1,155,752	5.8%	12.3%
Services	849,957	14.3%	871,042	2.5%	967,837	11.1%	961,396	-0.7%	1,124,067	16.9%	1,234,224	9.8%	13.1%
Bldg Materials	883,894	-0.3%	1,011,566	14.4%	1,139,886	12.7%	1,122,549	-1.5%	1,142,358	1.8%	1,282,319	12.3%	13.6%
All Other Retail	756,912	14.2%	1,005,385	32.8%	1,002,221	-0.3%	1,221,038	21.8%	1,183,262	-3.1%	1,213,929	2.6%	12.9%
Merchandise	636,706	-8.0%	569,179	-10.6%	619,537	8.8%	647,172	4.5%	686,305	6.0%	674,716	-1.7%	7.2%
	6,591,892	2.7%	7,065,395	7.2%	7,649,359	8.3%	8,155,876	6.6%	8,729,737	7.0%	9,401,749	7.7%	



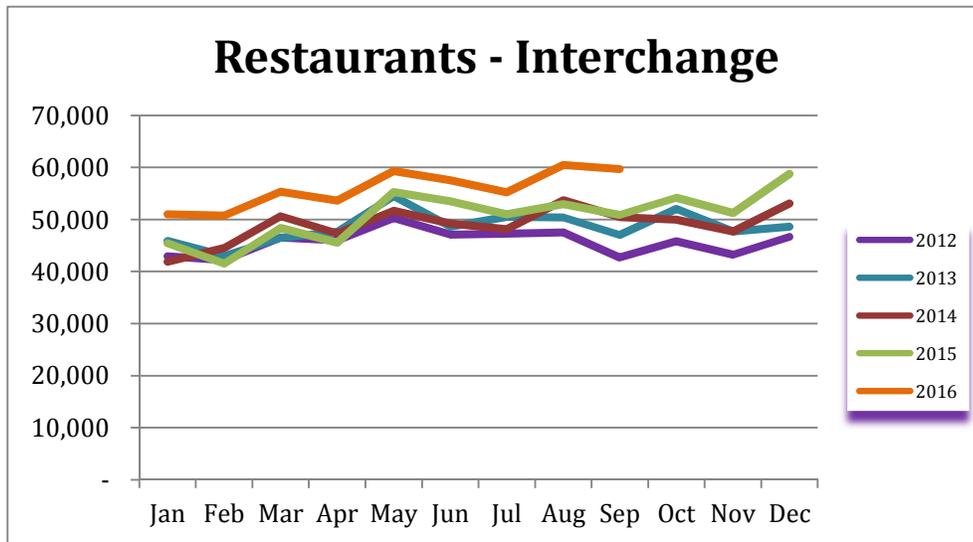
**Restaurant Graphs
September 2016**



**Restaurant Graphs
September 2016**



Restaurant Graphs
September 2016

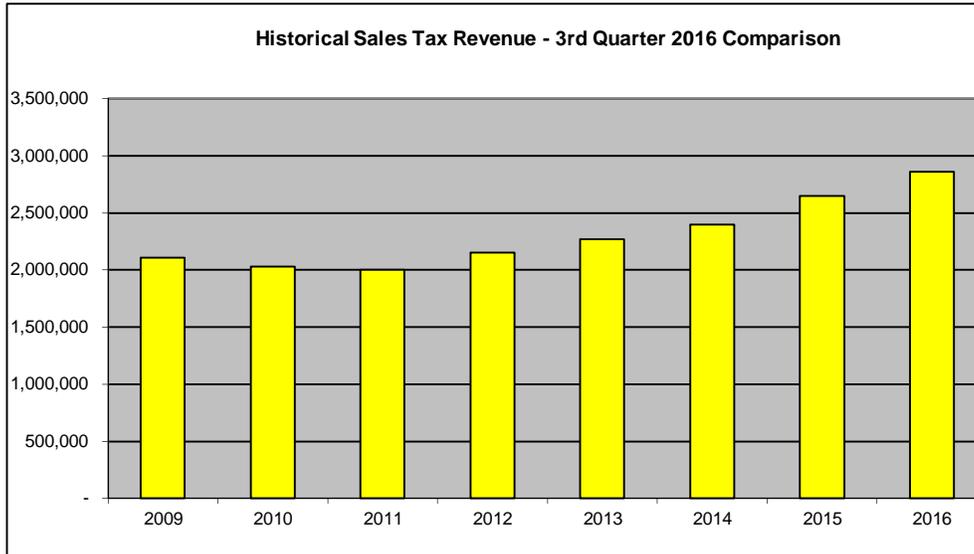


CITY OF LOUISVILLE
2016 HISTORICAL SALES TAX REVENUE (COMPARISONS FROM 2009 - 2016)
9/30/2016

MONTH	2009 *	2010	2011	2012	2013	2014	2015	2016
January	758,656	652,461	634,012	681,326	777,242	798,792	930,279	886,723
February	600,069	603,533	589,984	656,603	669,879	708,164	751,446	920,875
March	751,129	772,957	776,647	816,468	820,313	891,756	966,850	1,054,128
April	711,199	718,508	725,384	757,617	870,965	990,489	926,082	949,906
May	741,994	733,372	734,017	855,685	918,954	928,421	931,057	1,032,963
June	813,144	804,590	871,414	890,833	895,906	1,013,900	1,116,715	1,216,853
July	762,592	712,442	735,710	794,745	856,770	866,647	1,026,333	1,136,035
August	712,559	685,926	738,939	776,002	821,538	983,356	983,178	1,050,800
September	762,495	736,581	785,785	836,117	1,017,791	974,352	1,097,796	1,153,466
October	724,281	683,343	718,122	737,769	827,461	876,022	948,794	-
November	698,436	662,050	746,388	855,913	812,544	867,460	933,235	-
December	1,004,279	963,270	1,052,498	1,091,578	1,125,418	1,294,297	1,360,790	-
Total Tax	\$ 9,040,831	\$ 8,729,032	\$ 9,108,901	\$ 9,750,654	\$ 10,414,782	\$ 11,193,655	\$ 11,972,557	\$ 9,401,749
Tax Variance %	-3.4%	-3.4%	4.4%	7.0%	6.8%	7.5%	7.0%	-21.5%

Quarterly Summary	2009	2010	2011	2012	2013	2014	2015	2016
1st Quarter	2,109,854	2,028,951	2,000,643	2,154,396	2,267,435	2,398,712	2,648,576	2,861,726
2nd Quarter	2,266,336	2,256,470	2,330,815	2,504,135	2,685,825	2,932,810	2,973,855	3,199,722
3rd Quarter	2,237,645	2,134,948	2,260,434	2,406,864	2,696,099	2,824,355	3,107,307	3,340,301
4th Quarter	2,426,996	2,308,663	2,517,009	2,685,259	2,765,423	3,037,779	3,242,820	-
Tax Incr/(Decr) YTD	(130,792)	(102,697)	125,486	146,429	289,235	128,256	282,952	232,995
Tax Variance % YTD	-5.5%	-4.6%	5.9%	6.5%	12.0%	4.8%	10.0%	7.5%

* Includes Historic Preservation Tax (HPT) of .125% or 3.7% increase in total tax rate.



**SUBJECT: FINANCIAL STATEMENTS FOR PERIOD ENDING OCTOBER
31, 2016**

DATE: NOVEMBER 28, 2016

PRESENTED BY: GRAHAM CLARK, FINANCE

SUMMARY:

The accompanying statements are for the ten months (83.3%) ending October 31, 2016. The 2016 budget numbers reflect the May 17, 2016 budget amendment. It also includes the November 1, 2016 budget amendment reflecting the change to Program Budgeting.

General Fund:

Through October 31st, General Fund revenues exceed expenditures by \$1,393,183. Total revenue is 84.8% of the annual budget and expenditures are 79.1%. The Non-Programmatic line includes a transferred amount to the parking lot fund for land acquisition. This amount makes up 4.9% of the overall \$14M YTD expenditure amount.

Open Space & Parks Fund:

Through October 31st, Open Space and Parks expenditures exceed revenues by \$335,210. Total revenue is 51.6% of the annual budget and expenditures are 69.5%. Transfers from the Impact Fee Fund and General Fund will occur at the end of December.

Capital Projects Fund:

Through October 31st, Capital Projects expenditures exceed revenues by \$1,523,343. Total revenue is 48.6% of the annual budget and expenditures are 43.1%. The major projects worked on this month include Street Reconstruction and the Downtown Parking Transit Project.

Water Utility Fund:

Through October 31st, Water revenues exceed expenditures by \$7,251,047. Total revenue is 87.7% of the annual budget and expenses are 45.1%. Water user fees are at 103% of the annual budget, due to the dry Fall season.

SUBJECT: FINANCIAL STATEMENTS FOR PERIOD ENDING OCTOBER 31, 2016

DATE: NOVEMBER 28, 2016

PAGE 2 OF 2

Wastewater Utility Fund:

Through October 31st, Wastewater expenditures exceed revenues by \$9,715,075. Total revenue is 76.9% of the annual budget and expenses are 55.9%. The Wastewater plant is \$11.2M of the \$11.5M of capital spent in 2016.

Golf Course Fund:

Through October 31st, Golf Course revenues exceed expenditures by \$126,731. Total revenue is 67.7% of the annual budget and expenses are 53.0%. The concessionaire rental fee will be due in December.

City of Louisville, Colorado
General Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Program				
General Fund Revenue	<i>Non-Programmatic</i>	13,868,070	11,440,690	82.5%
	<i>Admin & Support</i>	81,500	82,828	101.6%
	<i>Community Design</i>	1,398,030	1,454,214	104.0%
	<i>Public Safety</i>	152,000	128,235	84.4%
	<i>Transportation</i>	634,020	522,813	82.5%
	<i>Utilities</i>	-	-	
	<i>Parks</i>	1,400	3,255	232.5%
	<i>Open Space & Trails</i>	-	-	
	<i>Recreation</i>	1,872,900	1,627,571	86.9%
	<i>Cultural Services</i>	377,320	366,322	97.1%
	<i>Economic Prosperity</i>	33,180	-	0.0%
		Total Revenue & Other Sources	<u>18,418,420</u>	<u>15,625,927</u>
Program				
General Fund Expenditures	<i>Non-Programmatic/Transfers</i>	481,450	930,550	193.3%
	<i>Admin & Support</i>	3,693,596	2,847,809	77.1%
	<i>Community Design</i>	1,362,370	984,290	72.2%
	<i>Public Safety</i>	5,235,936	3,963,300	75.7%
	<i>Transportation</i>	1,984,782	1,403,885	70.7%
	<i>Utilities</i>	-	-	
	<i>Parks</i>	206,325	163,318	79.2%
	<i>Open Space & Trails</i>	-	-	
	<i>Recreation</i>	2,824,235	2,319,086	82.1%
	<i>Cultural Services</i>	2,002,270	1,454,033	72.6%
	<i>Economic Prosperity</i>	199,930	166,473	83.3%
		Total Expenditures & Other Uses	<u>17,990,894</u>	<u>14,232,744</u>
	<i>Revenue Over/(Under) Expend's</i>	427,526	1,393,183	
	<i>Beginning Fund Balance</i>	<u>5,340,827</u>	<u>5,340,827</u>	
	Ending Fund Balance	<u><u>5,768,353</u></u>	<u><u>6,734,010</u></u>	

City of Louisville, Colorado
Open Space & Parks Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Open Space & Parks Fund Revenue	<i>Sales Tax</i>	1,346,780	1,011,669	75.1%
	<i>Use Tax-Consumer/Auto/Bldg</i>	484,110	447,730	92.5%
	<i>Grant Revenue</i>	-	15,000	
	<i>Miscellaneous Revenue</i>	55,210	25,128	45.5%
	<i>Sale of Assets</i>	-	-	
	<i>Land Dedication Fee</i>	-	-	
	<i>Transfer from General Fund</i>	280,000	-	0.0%
	<i>Transfer from Impact Fee</i>	739,000	-	0.0%
Total Revenue & Other Sources	<u>2,905,100</u>	<u>1,499,527</u>	<u>51.6%</u>	
Expenditure Type				
Open Space & ParksFund Expenditures	<i>Personnel</i>	1,366,690	1,032,135	75.5%
	<i>Supplies</i>	87,791	72,780	82.9%
	<i>Service</i>	726,090	574,616	79.1%
	<i>Capital Outlay</i>	461,230	155,206	33.7%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>2,641,801</u>	<u>1,834,737</u>	<u>69.5%</u>
<i>Revenue Over/(Under) Expend's</i>		263,299	(335,210)	
<i>Beginning Fund Balance</i>		<u>2,999,999</u>	<u>2,999,999</u>	
Ending Fund Balance		<u><u>3,263,298</u></u>	<u><u>2,664,789</u></u>	

City of Louisville, Colorado
Conservation Trust Lottery Fund Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Conservation Trust Lottery Fund Revenue	<i>State Lottery</i>	185,840	169,806	91.4%
	<i>Interest Earnings</i>	2,000	3,843	192.2%
	<i>Grant Revenue</i>	266,250	-	0.0%
	Total Revenue & Other Sources	<u>454,090</u>	<u>173,649</u>	<u>38.2%</u>
Expenditure Type				
Conservation Trust Lottery Fund Expenditures	<i>Personnel</i>	-	-	
	<i>Supplies</i>	-	-	
	<i>Service</i>	400	288	72.0%
	<i>Capital Outlay</i>	560,460	82,888	14.8%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>560,860</u>	<u>83,176</u>	<u>14.8%</u>
	<i>Revenue Over/(Under) Expend's</i>	(106,770)	90,473	
	<i>Beginning Fund Balance</i>	<u>673,038</u>	<u>673,038</u>	
	Ending Fund Balance	<u><u>566,268</u></u>	<u><u>763,511</u></u>	

City of Louisville, Colorado
Cemetery Perpetual Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Cemetery Perpetual Revenue	<i>Burial Permits</i>			
	<i>Burial Permits - Restricted</i>	33,330	18,592	55.8%
	<i>Interest Earnings</i>	2,000	2,705	135.3%
	Total Revenue & Other Sources	35,330	21,297	60.3%
Expenditure Type				
Cemetery Perpetual Expenditures	<i>Personnel</i>			
	<i>Supplies</i>			
	<i>Service</i>	300	208	69.3%
	<i>Capital Outlay</i>	-	-	
	<i>Transfers</i>	2,000	-	0.0%
	Total Expenditures & Other Uses	2,300	208	9.0%
	<i>Revenue Over/(Under) Expend's</i>	33,030	21,089	
	<i>Beginning Fund Balance</i>	495,225	495,225	
	Ending Fund Balance	528,255	516,314	

City of Louisville, Colorado
Cemetery Fund Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Cemetery Fund Revenue	<i>Burial Permits</i>	33,330	18,593	55.8%
	<i>Burial Permits - Restricted</i>	31,850	40,020	125.7%
	<i>Interest Earnings</i>	500	315	63.1%
	<i>Transfer from General Fund</i>	128,950	107,458	83.3%
	<i>Transfer from Cemetery-Perp. Care</i>	2,000	-	0.0%
	Total Revenue & Other Sources	<u>196,630</u>	<u>166,386</u>	<u>84.6%</u>
Expenditure Type				
Cemetery Fund Expenditures	<i>Personnel</i>	78,520	58,905	75.0%
	<i>Supplies</i>	5,000	3,101	62.0%
	<i>Service</i>	50,275	59,755	118.9%
	<i>Capital Outlay</i>	43,310	7,347	17.0%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>177,105</u>	<u>129,108</u>	<u>72.9%</u>
<i>Revenue Over/(Under) Expend's</i>		19,526	37,278	
<i>Beginning Fund Balance</i>		<u>31,603</u>	<u>31,603</u>	
Ending Fund Balance		<u><u>51,129</u></u>	<u><u>68,881</u></u>	

City of Louisville, Colorado
PEG Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
PEG Fund Revenue	<i>Technical Grant</i>	-	-	
	<i>PEG Funds</i>	26,000	14,123	54.3%
	<i>Interest Earnings</i>	200	209	104.6%
	Total Revenue & Other Sources	<u>26,200</u>	<u>14,332</u>	<u>54.7%</u>
Expenditure Type				
PEG Fund Expenditures	<i>Personnel</i>	-	-	
	<i>Supplies</i>	-	-	
	<i>Service</i>	40	17	42.5%
	<i>Capital Outlay</i>	24,000	1,686	7.0%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>24,040</u>	<u>1,703</u>	<u>7.1%</u>
	<i>Revenue Over/(Under) Expend's</i>	2,160	12,629	
	<i>Beginning Fund Balance</i>	<u>31,371</u>	<u>31,371</u>	
	Ending Fund Balance	<u><u>33,531</u></u>	<u><u>44,000</u></u>	

City of Louisville, Colorado
Historical Preservation Perpetual Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Historical Preservation Perpetual Revenue	<i>Sales Tax</i>	448,930	337,229	75.1%
	<i>Use Tax - Consumer/Bldg</i>	156,690	202,624	129.3%
	<i>Grant Revenue</i>	-	-	
	<i>Miscellaneous Revenue</i>	-	495	
	<i>Interest Earnings Revenue</i>	4,000	5,291	132.3%
	<i>Interfund Transfers</i>	-	-	
	Total Revenue & Other Sources	609,620	545,639	89.5%
Expenditure Type				
Historical Preservation Perpetual Expenditures	<i>Personnel</i>	101,150	72,228	71.4%
	<i>Supplies</i>	2,200	816	37.1%
	<i>Service</i>	537,940	144,586	26.9%
	<i>Capital Outlay</i>	-	-	
	<i>Other- Land Acquisition</i>	-	84,555	
	Total Expenditures & Other Uses	641,290	302,185	47.1%
<i>Revenue Over/(Under) Expend's</i>		(31,670)	243,454	
<i>Beginning Fund Balance</i>		822,174	822,174	
Ending Fund Balance		790,504	1,065,628	

City of Louisville, Colorado
Urban Renewal Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Urban Renewal Fund Revenue	<i>Property Tax</i>	763,330	522,446	68.4%
	<i>Bond Proceeds</i>	3,750,000	3,750,000	100.0%
	<i>Interest Earnings</i>	2,000	6,617	330.9%
	Total Revenue & Other Sources	4,515,330	4,279,063	94.8%
	Expenditure Type			
Urban Renewal Fund Expenditures	<i>Personnel</i>	-		
	<i>Supplies</i>	-		
	<i>Service</i>	231,280	227,472	98.4%
	<i>Bonds/Interest</i>	352,500	25,255	7.2%
	<i>Pmts from Construction fund</i>	3,750,000	902,852	24.1%
	Total Expenditures & Other Uses	4,333,780	1,155,579	26.7%
<i>Revenue Over/(Under) Expend's</i>		181,550	3,123,484	
<i>Beginning Fund Balance</i>		813,005	813,005	
Ending Fund Balance		994,555	3,936,489	

City of Louisville, Colorado
Capital Projects Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Capital Projects Fund Revenue	<i>Sales Tax</i>	3,484,820	2,653,644	76.1%
	<i>Use Tax - Consumer/Bldg</i>	1,565,470	1,894,473	121.0%
	<i>Grant Revenue</i>	3,600,000	169,527	4.7%
	<i>Miscellaneous Revenue</i>	307,710	186,796	
	<i>Intergovernmental Revenue</i>	65,000	-	0.0%
	<i>Interfund Transfers</i>	1,077,500	-	0.0%
	Total Revenue & Other Sources	<u>10,100,500</u>	<u>4,904,441</u>	<u>48.6%</u>
Expenditure Type				
Capital Projects Fund Expenditures	<i>Personnel</i>	418,540	317,335	75.8%
	<i>Supplies</i>	-	-	
	<i>Service</i>	8,000	5,946	74.3%
	<i>Capital Outlay</i>	14,488,270	6,104,503	42.1%
	<i>Other</i>	-	-	
Total Expenditures & Other Uses	<u>14,914,810</u>	<u>6,427,784</u>	<u>43.1%</u>	
<i>Revenue Over/(Under) Expend's</i>		(4,814,310)	(1,523,343)	
<i>Beginning Fund Balance</i>		<u>5,597,093</u>	<u>5,597,093</u>	
Ending Fund Balance		<u><u>782,783</u></u>	<u><u>4,073,750</u></u>	

City of Louisville, Colorado
Impact Fee Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Impact Fee Fund Revenue	<i>Impact Fee - Transportation</i>	90,010	111,203	123.5%
	<i>Impact Fee - Muni Govt</i>	179,020	233,811	130.6%
	<i>Impact Fee - Library</i>	52,480	167,145	318.5%
	<i>Impact Fee - Parks and Trails</i>	294,480	938,418	318.7%
	<i>Impact Fee - Recreation</i>	194,470	619,681	318.7%
	<i>Impact Fee - Business Assistance</i>	-	(128,381)	
	<i>Interest Earnings</i>	7,500	12,396	165.3%
	<i>Transfer from General fund</i>	-	128,381	
	Total Revenue & Other Sources	<u>817,960</u>	<u>2,082,654</u>	<u>254.6%</u>
Expenditure Type				
Impact Fee Fund Expenditures	<i>Investment Fees</i>	900	938	104.2%
	<i>Transfer to Cap Proj.- Open Space & P</i>	739,000	-	0.0%
	<i>Transfer to Cap Proj.- Library</i>	131,000	-	0.0%
	<i>Transfer to Cap Proj.- Recreation</i>	488,000	-	0.0%
	<i>Transfer to Cap Proj.- Transportation</i>	130,000	-	0.0%
	<i>Transfer to Cap Proj.- Municipal Facilitie</i>	256,000	-	0.0%
	Total Expenditures & Other Uses	<u>1,744,900</u>	<u>938</u>	<u>0.1%</u>
<i>Revenue Over/(Under) Expend's</i>		(926,940)	2,081,716	
<i>Beginning Fund Balance</i>		<u>906,147</u>	<u>906,147</u>	
Ending Fund Balance		<u>(20,793)</u>	<u>2,987,863</u>	

City of Louisville, Colorado
Water Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Water Fund Revenue	<i>Grant Revenue</i>	737,360	327,125	44.4%
	<i>User Fees</i>	5,124,390	5,295,947	103.3%
	<i>Tap Fees</i>	8,527,100	6,987,438	81.9%
	<i>Miscellaneous Revenue</i>	155,210	143,841	92.7%
	<i>Other Revenue</i>	-	-	
	Total Revenue & Other Sources	<u>14,544,060</u>	<u>12,754,351</u>	<u>87.7%</u>
Expenditure Type				
Water Fund Expenditures	<i>Personnel</i>	1,746,280	1,249,297	71.5%
	<i>Supplies</i>	462,840	304,047	65.7%
	<i>Service</i>	2,657,069	1,488,191	56.0%
	<i>Capital Outlay</i>	7,334,260	2,461,769	33.6%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>12,200,449</u>	<u>5,503,304</u>	<u>45.1%</u>
<i>Revenue Over/(Under) Expend's</i>		2,343,611	7,251,047	
<i>Beginning Fund Balance</i>		8,012,712	8,012,712	
Ending Fund Balance		<u><u>10,356,323</u></u>	<u><u>15,263,759</u></u>	

City of Louisville, Colorado
Wastewater Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Wastewater Fund Revenue	User Fees	2,938,070	2,522,723	85.9%
	Sewer Tap Fees	2,010,200	1,353,229	67.3%
	Interest Earnings	40,000	35,247	88.1%
	Miscellaneous Revenue	604,210	562,740	93.1%
	Interfund Transfers	225,000	-	0.0%
	Bond Proceeds/Premium	-	-	
	Total Revenue & Other Sources	5,817,480	4,473,939	76.9%
Expenditure Type				
Wastewater Fund Expenditures	Personnel	1,025,330	752,529	73.4%
	Supplies	108,110	67,338	62.3%
	Service	2,053,429	1,847,647	90.0%
	Capital Outlay	22,184,550	11,521,500	51.9%
	Other	-	-	
	Total Expenditures & Other Uses	25,371,419	14,189,014	55.9%
Revenue Over/(Under) Expend's		(19,553,939)	(9,715,075)	
Beginning Fund Balance		28,115,717	28,115,717	
Ending Fund Balance		8,561,778	18,400,642	

City of Louisville, Colorado
Stormwater Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Stormwater Fund Revenue	<i>Grant Revenue</i>	3,450,000	-	0.0%
	<i>User Fees</i>	705,830	675,820	95.7%
	<i>Bond Proceeds/Premium</i>	-	-	
	<i>Miscellaneous Revenue</i>	-	67	
	<i>Sale of Fixed Assets</i>	-	-	
	Total Revenue & Other Sources	<u>4,155,830</u>	<u>675,887</u>	<u>16.3%</u>
Expenditure Type				
Stormwater Fund Expenditures	<i>Personnel</i>	232,130	161,875	69.7%
	<i>Supplies</i>	3,571	3,879	108.6%
	<i>Service</i>	351,775	301,563	85.7%
	<i>Capital Outlay</i>	9,702,030	5,888,588	60.7%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>10,289,506</u>	<u>6,355,905</u>	<u>61.8%</u>
<i>Revenue Over/(Under) Expend's</i>		(6,133,676)	(5,680,018)	
<i>Beginning Fund Balance</i>		7,015,985	7,015,985	
Ending Fund Balance		<u><u>882,309</u></u>	<u><u>1,335,967</u></u>	

City of Louisville, Colorado
Solid Waste & Recycling Utility Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Solid Waste & Recycling Utility Fund Revenue	<i>User Fees & Related Charges</i>	1,612,720	1,152,970	71.5%
	<i>Prepaid Extra Bag Tags</i>	3,000	4,770	159.0%
	<i>Recycling Revenue</i>	(19,660)	10,112	-51.4%
	<i>Interest Earnings Revenue</i>	700	268	38.2%
	<i>Other</i>	-	-	
	Total Revenue & Other Sources	<u>1,596,760</u>	<u>1,168,120</u>	<u>73.2%</u>
Expenditure Type				
Solid Waste & Recycling Utility Fund Expenditures	<i>Personnel</i>	101,270	78,825	77.8%
	<i>Supplies</i>	3,021	5,048	167.1%
	<i>Service</i>	1,510,405	1,090,680	72.2%
	<i>Capital Outlay</i>	-	-	
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>1,614,696</u>	<u>1,174,553</u>	<u>72.7%</u>
<i>Revenue Over/(Under) Expend's</i>		(17,936)	(6,433)	
<i>Beginning Fund Balance</i>		<u>34,876</u>	<u>34,876</u>	
Ending Fund Balance		<u><u>16,940</u></u>	<u><u>28,443</u></u>	

City of Louisville, Colorado
Golf Course Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Golf Course Fund Revenue	<i>Green Fees</i>	1,170,000	744,832	63.7%
	<i>Annual Season Passes</i>	135,000	122,925	91.1%
	<i>Driving Range Fees</i>	135,000	96,516	71.5%
	<i>Merchandise Sales</i>	160,000	99,754	62.3%
	<i>Golf Course Rentals</i>	284,600	221,658	77.9%
	<i>Fees-Other</i>	17,000	31,591	185.8%
	<i>Miscellaneous Revenue</i>	55,500	7,356	13.3%
	Total Revenue & Other Sources	<u>1,957,100</u>	<u>1,324,632</u>	<u>67.7%</u>
Expenditure Type				
Golf Course Fund Expenditures	<i>Personnel</i>	841,610	693,675	82.4%
	<i>Supplies</i>	166,850	117,830	70.6%
	<i>Service</i>	620,890	328,730	52.9%
	<i>Capital Outlay</i>	404,770	57,666	14.2%
	<i>Other-Transfers</i>	225,000	-	0.0%
	Total Expenditures & Other Uses	<u>2,259,120</u>	<u>1,197,901</u>	<u>53.0%</u>
<i>Revenue Over/(Under) Expend's</i>		(302,020)	126,731	
<i>Beginning Fund Balance</i>		<u>164,063</u>	<u>164,063</u>	
Ending Fund Balance		<u><u>(137,957)</u></u>	<u><u>290,794</u></u>	

City of Louisville, Colorado
Tech Course Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Tech Fund Revenue	<i>Total Charges for Services</i>	70,190	58,491	83.3%
	<i>Interest Earnings</i>	800	948	118.5%
	<i>Other</i>	-	-	
	Total Revenue & Other Sources	70,990	59,439	83.7%
Expenditure Type				
Tech Fund Expenditures	<i>Personnel</i>	-	-	
	<i>Supplies</i>	-	-	
	<i>Service</i>	750	373	49.7%
	<i>Capital Outlay</i>	30,000	14,035	46.8%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	30,750	14,408	46.9%
	<i>Revenue Over/(Under) Expend's</i>	40,240	45,031	
	<i>Beginning Fund Balance</i>	135,979	135,979	
	Ending Fund Balance	176,219	181,010	

City of Louisville, Colorado
Fleet Course Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Fleet Fund Revenue	<i>Total Charges for Services</i>	238,620	198,850	83.3%
	<i>Miscellaneous</i>	3,000	3,907	130.2%
	<i>Other</i>	-	13,501	
	Total Revenue & Other Sources	<u>241,620</u>	<u>216,257</u>	<u>89.5%</u>
Expenditure Type				
Fleet Fund Expenditures	<i>Personnel</i>	-	-	
	<i>Supplies</i>	-	-	
	<i>Service</i>	750	305	0.0%
	<i>Capital Outlay</i>	262,350	179,797	68.5%
	<i>Other</i>	-	-	
	Total Expenditures & Other Uses	<u>262,350</u>	<u>180,102</u>	<u>68.6%</u>
	<i>Revenue Over/(Under) Expend's</i>	(20,730)	36,155	
	<i>Beginning Fund Balance</i>	780,943	780,943	
	Ending Fund Balance	<u>760,213</u>	<u>817,098</u>	
	% of Change from Prior Year	<u>-94.0%</u>	<u>-89.4%</u>	

City of Louisville, Colorado
Library Debt Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2016
 83.3% of the year completed

		2016		
		Current Budget	YTD Actual	% of Budget
Revenue Type				
Tech Fund Revenue	<i>Property Tax</i>	812,440	810,983	99.8%
	<i>Interest Earnings</i>	4,000	6,083	152.1%
	<i>Other</i>	-	-	
	Total Revenue & Other Sources	816,440	817,066	100.1%
Expenditure Type				
Tech Fund Expenditures	<i>Personnel</i>			
	<i>Supplies</i>			
	<i>Service</i>	1,050	746	71.0%
	<i>Capital Outlay</i>	-	-	
	<i>Other</i>	735,000	50,963	6.9%
	Total Expenditures & Other Uses	736,050	51,709	7.0%
	<i>Revenue Over/(Under) Expend's</i>	80,390	765,357	
	<i>Beginning Fund Balance</i>	642,610	642,610	
	Ending Fund Balance	723,000	1,407,967	

SUBJECT: CASH & INVESTMENTS AT OCTOBER 31, 2016

DATE: NOVEMBER 28, 2016

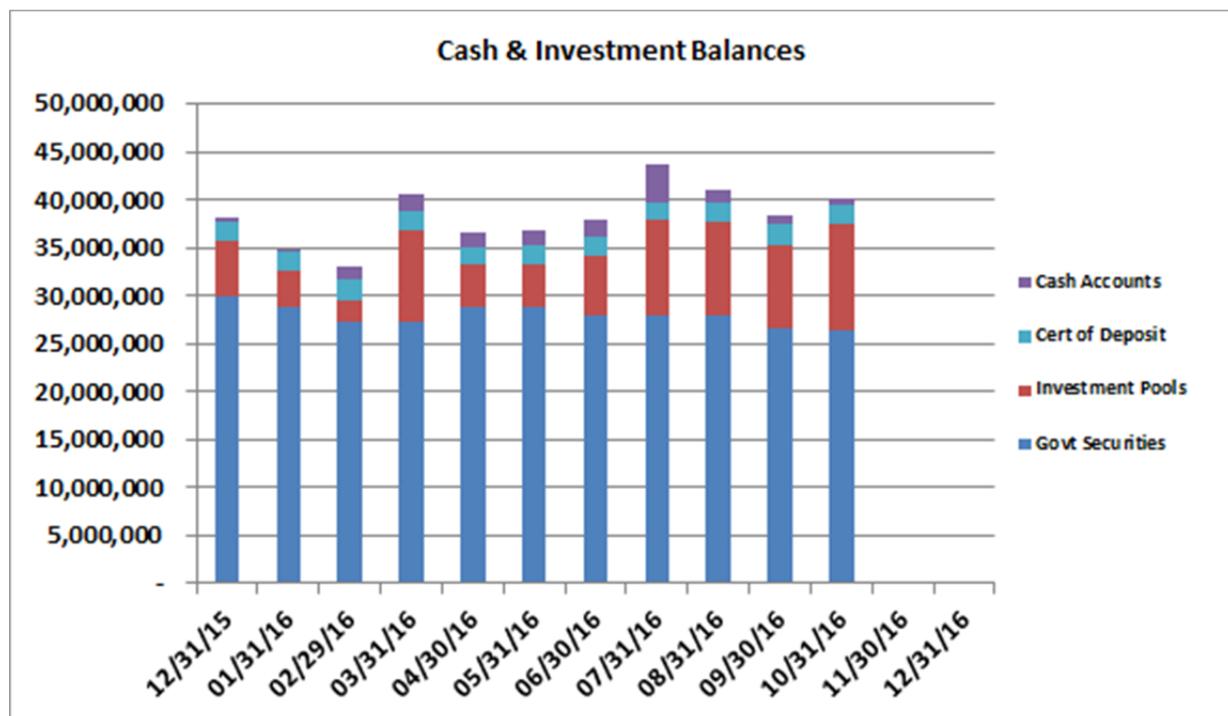
PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

Attached is the October 31, 2016 monthly report from Chandler Asset Management, the City's Investment Advisor. Please note that this is a consolidated report and includes all cash and investments, not only those investments managed by Chandler. Also attached is the September 30 quarterly report from Chandler.

As of October 31, total cash and investments amounted to \$40.2 million, an increase of \$1.9 million since September 30. The average rate of return on *all* cash and investments was approximately 0.80% during October 2016.

The following chart summarizes the distribution of all cash and investments for December 2015 through October 2016.



Monthly Account Statement

City of Louisville Consolidated

October 1, 2016 through October 31, 2016

Chandler Team

For questions about your account,
please call (800) 317-4747 or

Email operations@chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Prices are provided by IDC, an independent pricing source.



PORTFOLIO CHARACTERISTICS

Average Duration	0.68
Average Coupon	0.73 %
Average Purchase YTM	0.75 %
Average Market YTM	0.65 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	0.69 yrs
Average Life	0.66 yrs

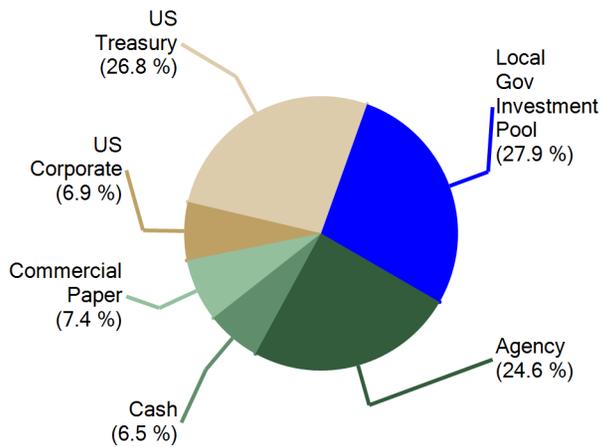
ACCOUNT SUMMARY

	Beg. Values as of 9/30/16	End Values as of 10/31/16
Market Value	38,377,001	40,240,920
Accrued Interest	54,685	58,444
Total Market Value	38,431,686	40,299,363
Income Earned	20,122	20,379
Cont/WD		
Par	38,372,014	40,241,254
Book Value	38,338,741	40,213,626
Cost Value	38,332,120	40,203,189

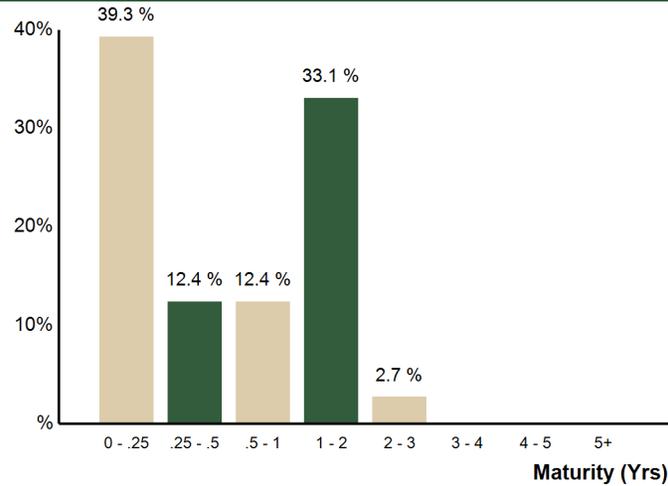
TOP ISSUERS

Issuer	% Portfolio
Government of United States	26.8 %
Local Govt Investment Pool	23.6 %
Federal Home Loan Mortgage Corp	11.8 %
Federal National Mortgage Assoc	8.3 %
Louisville Cash/LGIP	6.5 %
Federal Farm Credit Bank	4.5 %
CSAFE Investment Pool	4.3 %
Exxon Mobil Corp	3.7 %
	89.5 %

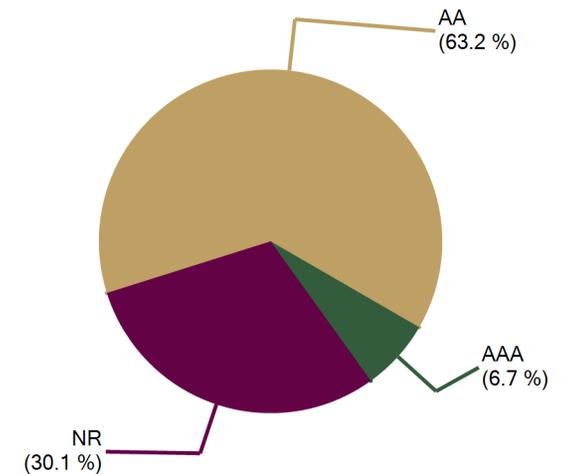
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





Holdings Report

As of 10/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3137EADU0	FHLMC Note 0.5% Due 1/27/2017	1,000,000.00	01/15/2015 0.59 %	998,250.00 999,794.81	100.03 0.39 %	1,000,257.00 1,305.56	2.49 % 462.19	Aaa / AA+ AAA	0.24 0.24
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,500,000.00	08/27/2014 0.83 %	1,501,665.00 1,500,206.98	100.14 0.42 %	1,502,106.00 2,515.63	3.73 % 1,899.02	Aaa / AA+ AAA	0.31 0.31
3137EADV8	FHLMC Note 0.75% Due 7/14/2017	1,000,000.00	10/30/2015 0.71 %	1,000,669.00 1,000,275.15	100.11 0.60 %	1,001,073.00 2,229.17	2.49 % 797.85	Aaa / AA+ AAA	0.70 0.70
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	1,500,000.00	06/12/2015 1.06 %	1,492,810.50 1,496,557.35	100.11 0.79 %	1,501,627.50 3,026.04	3.73 % 5,070.15	Aaa / AA+ AAA	1.27 1.26
3137EAEA3	FHLMC Note 0.75% Due 4/9/2018	1,250,000.00	04/06/2016 0.83 %	1,248,037.50 1,248,595.15	99.88 0.83 %	1,248,538.75 572.92	3.10 % (56.40)	Aaa / AA+ AAA	1.44 1.43
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	1,500,000.00	05/26/2015 1.06 %	1,492,065.00 1,495,879.62	100.03 0.86 %	1,500,421.50 5,833.33	3.74 % 4,541.88	Aaa / AA+ AAA	1.55 1.54
3133EGJS5	FFCB Note 0.7% Due 7/5/2018	700,000.00	10/03/2016 0.89 %	697,697.00 697,797.91	99.64 0.92 %	697,451.30 1,578.89	1.73 % (346.61)	Aaa / AA+ AAA	1.68 1.66
3133EFX69	FFCB Note 0.96% Due 10/5/2018	1,100,000.00	05/17/2016 0.97 %	1,099,802.00 1,099,840.01	100.14 0.89 %	1,101,543.30 762.67	2.74 % 1,703.29	Aaa / AA+ AAA	1.93 1.91
3135G0N33	FNMA Note 0.875% Due 8/2/2019	350,000.00	Various 0.92 %	349,526.00 349,565.39	99.49 1.06 %	348,225.15 757.12	0.87 % (1,340.24)	Aaa / AA+ AAA	2.75 2.71
Total Agency		9,900,000.00	0.88 %	9,880,522.00 9,888,512.37	0.72 %	9,901,243.50 18,581.33	24.62 % 12,731.13	Aaa / AA+ Aaa	1.18 1.17
CASH									
90CASH\$02	LSVL Cash Accounts	683,741.15	Various 0.50 %	683,741.15 683,741.15	1.00 0.50 %	683,741.15 0.00	1.70 % 0.00	NR / NR NR	0.00 0.00
90COMB\$00	LSVL Compensating Balance Account	1,923,761.94	Various 0.00 %	1,923,761.94 1,923,761.94	1.00 0.00 %	1,923,761.94 0.00	4.77 % 0.00	NR / NR NR	0.00 0.00
Total Cash		2,607,503.09	0.13 %	2,607,503.09 2,607,503.09	0.13 %	2,607,503.09 0.00	6.47 % 0.00	NR / NR NR	0.00 0.00
COMMERCIAL PAPER									
06538BM18	Bank of Tokyo Mitsubishi NY Discount CP 0.86% Due 12/1/2016	1,000,000.00	08/03/2016 0.87 %	997,133.33 997,133.33	99.71 0.87 %	997,133.33 2,150.00	2.48 % 0.00	P-1 / A-1 F-1	0.08 0.08
21687AP31	Rabobank Nederland NV NY Discount CP 0.92% Due 2/3/2017	1,000,000.00	05/09/2016 0.94 %	993,125.56 993,125.56	99.31 0.94 %	993,125.56 4,472.22	2.48 % 0.00	P-1 / A-1 NR	0.26 0.26
89233GT97	Toyota Motor Credit Discount CP 1.24% Due 9/9/2017	1,000,000.00	09/13/2016 0.94 %	990,734.44 990,734.44	99.07 0.94 %	990,734.44 1,257.65	2.46 % 0.00	P-1 / A-1+ F-1	0.86 0.85
Total Commercial Paper		3,000,000.00	0.92 %	2,980,993.33 2,980,993.33	0.92 %	2,980,993.33 7,879.87	7.42 % 0.00	Aaa / AA+ AA	0.40 0.40



Holdings Report

As of 10/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LOCAL GOV INVESTMENT POOL									
99CSAFE\$0	CSAFE Investment Pool	1,725,297.53	Various 0.60 %	1,725,297.53 1,725,297.53	1.00 0.60 %	1,725,297.53 0.00	4.28 % 0.00	NR / AAA NR	0.00 0.00
90LGIP\$00	LGIP Local Govt Investment Pool	9,508,753.78	Various 0.51 %	9,508,753.78 9,508,753.78	1.00 0.51 %	9,508,753.78 0.00	23.60 % 0.00	NR / NR NR	0.00 0.00
Total Local Gov Investment Pool		11,234,051.31	0.52 %	11,234,051.31	0.52 %	11,234,051.31 0.00	27.88 % 0.00	NR / AAA NR	0.00 0.00
US CORPORATE									
30231GAL6	Exxon Mobil Corp Note 1.305% Due 3/6/2018	1,500,000.00	03/03/2015 1.31 %	1,500,000.00 1,500,000.00	100.29 1.09 %	1,504,299.00 2,990.63	3.74 % 4,299.00	Aaa / AA+ NR	1.35 1.33
084664BY6	Berkshire Hathaway Note 2% Due 8/15/2018	500,000.00	10/03/2016 1.20 %	507,295.00 507,015.25	101.46 1.17 %	507,288.50 2,111.11	1.26 % 273.25	Aa2 / AA A+	1.79 1.75
037833CB4	Apple Inc Note 1.1% Due 8/2/2019	750,000.00	07/29/2016 1.06 %	750,907.50 750,833.60	99.31 1.35 %	744,859.50 1,993.75	1.85 % (5,974.10)	Aa1 / AA+ NR	2.75 2.70
Total US Corporate		2,750,000.00	1.22 %	2,758,202.50 2,757,848.85	1.18 %	2,756,447.00 7,095.49	6.86 % (1,401.85)	Aa1 / AA+ A+	1.81 1.78
US TREASURY									
912828SC5	US Treasury Note 0.875% Due 1/31/2017	1,500,000.00	02/27/2014 0.66 %	1,509,257.81 1,500,788.08	100.14 0.30 %	1,502,166.00 3,316.92	3.74 % 1,377.92	Aaa / AA+ AAA	0.25 0.25
912828B74	US Treasury Note 0.625% Due 2/15/2017	999,000.00	11/17/2014 0.65 %	998,378.97 998,919.72	100.09 0.32 %	999,876.12 1,323.40	2.48 % 956.40	Aaa / AA+ AAA	0.29 0.29
912828SY7	US Treasury Note 0.625% Due 5/31/2017	1,000,700.00	11/25/2014 0.77 %	997,107.09 999,873.28	100.02 0.59 %	1,000,895.14 2,631.62	2.49 % 1,021.86	Aaa / AA+ AAA	0.58 0.58
912828WP1	US Treasury Note 0.875% Due 6/15/2017	1,000,000.00	07/01/2014 0.88 %	999,886.16 999,976.16	100.17 0.60 %	1,001,719.00 3,323.09	2.49 % 1,742.84	Aaa / AA+ AAA	0.62 0.62
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,000,000.00	04/23/2015 0.77 %	999,612.73 999,846.94	100.02 0.73 %	1,000,234.00 20.72	2.48 % 387.06	Aaa / AA+ AAA	1.00 0.99
912828UA6	US Treasury Note 0.625% Due 11/30/2017	1,000,000.00	12/21/2015 1.00 %	992,815.85 996,007.68	99.88 0.74 %	998,750.00 2,629.78	2.48 % 2,742.32	Aaa / AA+ AAA	1.08 1.07
912828UE8	US Treasury Note 0.75% Due 12/31/2017	1,000,000.00	12/18/2015 1.03 %	994,495.54 996,842.92	100.00 0.75 %	999,961.00 2,527.17	2.49 % 3,118.08	Aaa / AA+ AAA	1.17 1.16
912828UJ7	US Treasury Note 0.875% Due 1/31/2018	1,500,000.00	03/17/2015 1.04 %	1,493,208.15 1,497,050.40	100.16 0.75 %	1,502,403.00 3,316.92	3.74 % 5,352.60	Aaa / AA+ AAA	1.25 1.24
912828VE7	US Treasury Note 1% Due 5/31/2018	1,000,000.00	04/19/2016 0.80 %	1,004,222.10 1,003,154.25	100.28 0.82 %	1,002,773.00 4,207.65	2.50 % (381.25)	Aaa / AA+ AAA	1.58 1.56



Holdings Report

As of 10/31/16

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
912828K82	US Treasury Note 1% Due 8/15/2018	750,000.00	04/19/2016 0.83 %	752,932.20 752,257.14	100.25 0.86 %	751,904.25 1,589.67	1.87 % (352.89)	Aaa / AA+ AAA	1.79 1.77
Total US Treasury		10,749,700.00	0.84 %	10,741,916.60 10,744,716.57	0.63 %	10,760,681.51 24,886.94	26.76 % 15,964.94	Aaa / AA+ Aaa	0.92 0.91
TOTAL PORTFOLIO		40,241,254.40	0.75 %	40,203,188.83 40,213,625.52	0.65 %	40,240,919.74 58,443.63	100.00 % 27,294.22	Aaa / AA+ Aaa	0.69 0.68
TOTAL MARKET VALUE PLUS ACCRUED						40,299,363.37			



Transaction Ledger

9/30/16 Thru 10/31/16

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	10/04/2016	3133EGJS5	700,000.00	FFCB Note 0.7% Due 7/5/2018	99.671	0.89 %	697,697.00	1,211.39	698,908.39	0.00
Purchase	10/04/2016	99CSAFE\$0	139.51	CSAFE Investment Pool	1.000	0.59 %	139.51	0.00	139.51	0.00
Purchase	10/05/2016	99CSAFE\$0	5,280.00	CSAFE Investment Pool	1.000	0.59 %	5,280.00	0.00	5,280.00	0.00
Purchase	10/06/2016	084664BY6	500,000.00	Berkshire Hathaway Note 2% Due 8/15/2018	101.459	1.20 %	507,295.00	1,416.67	508,711.67	0.00
Purchase	10/09/2016	99CSAFE\$0	4,739.58	CSAFE Investment Pool	1.000	0.59 %	4,739.58	0.00	4,739.58	0.00
Purchase	10/15/2016	99CSAFE\$0	4,687.50	CSAFE Investment Pool	1.000	0.59 %	4,687.50	0.00	4,687.50	0.00
Purchase	10/15/2016	99CSAFE\$0	1,500,000.00	CSAFE Investment Pool	1.000	0.59 %	1,500,000.00	0.00	1,500,000.00	0.00
Purchase	10/31/2016	99CSAFE\$0	3,750.00	CSAFE Investment Pool	1.000	0.60 %	3,750.00	0.00	3,750.00	0.00
	Subtotal		2,718,596.59				2,723,588.59	2,628.06	2,726,216.65	0.00
Security Contribution	10/31/2016	90LGIP\$00	2,220,971.02	LGIP Local Govt Investment Pool	1.000		2,220,971.02	0.00	2,220,971.02	0.00
	Subtotal		2,220,971.02				2,220,971.02	0.00	2,220,971.02	0.00
TOTAL ACQUISITIONS			4,939,567.61				4,944,559.61	2,628.06	4,947,187.67	0.00
DISPOSITIONS										
Sale	10/04/2016	99CSAFE\$0	698,908.39	CSAFE Investment Pool	1.000	0.59 %	698,908.39	0.00	698,908.39	0.00
Sale	10/06/2016	99CSAFE\$0	508,711.67	CSAFE Investment Pool	1.000	0.59 %	508,711.67	0.00	508,711.67	0.00
	Subtotal		1,207,620.06				1,207,620.06	0.00	1,207,620.06	0.00
Maturity	10/15/2016	912828WA4	1,500,000.00	US Treasury Note 0.625% Due 10/15/2016	100.000		1,500,000.00	0.00	1,500,000.00	0.00
	Subtotal		1,500,000.00				1,500,000.00	0.00	1,500,000.00	0.00
Security Withdrawal	10/31/2016	90CASH\$02	249,215.31	LSVL Cash Accounts	1.000		249,215.31	0.00	249,215.31	0.00
Security Withdrawal	10/31/2016	90COMB\$00	113,491.45	LSVL Compensating Balance Account	1.000		113,491.45	0.00	113,491.45	0.00
	Subtotal		362,706.76				362,706.76	0.00	362,706.76	0.00
TOTAL DISPOSITIONS			3,070,326.82				3,070,326.82	0.00	3,070,326.82	0.00



Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	10/05/2016	3133EFX69	1,100,000.00	FFCB Note 0.96% Due 10/5/2018	0.000		5,280.00	0.00	5,280.00	0.00
Interest	10/09/2016	3137EAEA3	1,250,000.00	FHLMC Note 0.75% Due 4/9/2018	0.000		4,739.58	0.00	4,739.58	0.00
Interest	10/15/2016	912828WA4	1,500,000.00	US Treasury Note 0.625% Due 10/15/2016	0.000		4,687.50	0.00	4,687.50	0.00
Interest	10/31/2016	912828TW0	1,000,000.00	US Treasury Note 0.75% Due 10/31/2017	0.000		3,750.00	0.00	3,750.00	0.00
	Subtotal		4,850,000.00				18,457.08	0.00	18,457.08	0.00
Dividend	10/04/2016	99CSAFE\$0	206,700.94	CSAFE Investment Pool	0.000		139.51	0.00	139.51	0.00
	Subtotal		206,700.94				139.51	0.00	139.51	0.00
TOTAL OTHER TRANSACTIONS			5,056,700.94				18,596.59	0.00	18,596.59	0.00



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
Fixed Income						
037833CB4	Apple Inc Note 1.1% Due 08/02/2019	07/29/2016 08/04/2016 750,000.00	750,859.34 0.00 0.00 750,833.60	1,306.25 0.00 1,993.75 687.50	0.00 25.74 (25.74) 661.76	0.00 661.76
084664BY6	Berkshire Hathaway Note 2% Due 08/15/2018	10/03/2016 10/06/2016 500,000.00	0.00 507,295.00 0.00 507,015.25	0.00 (1,416.67) 2,111.11 694.44	0.00 279.75 (279.75) 414.69	0.00 414.69
30231GAL6	Exxon Mobil Corp Note 1.305% Due 03/06/2018	03/03/2015 03/06/2015 1,500,000.00	1,500,000.00 0.00 0.00 1,500,000.00	1,359.38 0.00 2,990.63 1,631.25	0.00 0.00 0.00 1,631.25	0.00 1,631.25
3133EFX69	FFCB Note 0.96% Due 10/05/2018	05/17/2016 05/18/2016 1,100,000.00	1,099,832.95 0.00 0.00 1,099,840.01	5,162.67 5,280.00 762.67 880.00	7.06 0.00 7.06 887.06	0.00 887.06
3133EGJS5	FFCB Note 0.7% Due 07/05/2018	10/03/2016 10/04/2016 700,000.00	0.00 697,697.00 0.00 697,797.91	0.00 (1,211.39) 1,578.89 367.50	100.91 0.00 100.91 468.41	0.00 468.41
3135G0N33	FNMA Note 0.875% Due 08/02/2019	Various 08/02/2016 350,000.00	349,551.97 0.00 0.00 349,565.39	501.91 0.00 757.12 255.21	13.42 0.00 13.42 268.63	0.00 268.63
3135G0TG8	FNMA Note 0.875% Due 02/08/2018	06/12/2015 06/15/2015 1,500,000.00	1,496,327.35 0.00 0.00 1,496,557.35	1,932.29 0.00 3,026.04 1,093.75	230.00 0.00 230.00 1,323.75	0.00 1,323.75
3135G0WJ8	FNMA Note 0.875% Due 05/21/2018	05/26/2015 05/27/2015 1,500,000.00	1,495,653.95 0.00 0.00 1,495,879.62	4,739.58 0.00 5,833.33 1,093.75	225.67 0.00 225.67 1,319.42	0.00 1,319.42
3137EADT3	FHLMC Note 0.875% Due 02/22/2017	08/27/2014 08/28/2014 1,500,000.00	1,500,263.76 0.00 0.00 1,500,206.98	1,421.88 0.00 2,515.63 1,093.75	0.00 56.78 (56.78) 1,036.97	0.00 1,036.97
3137EADU0	FHLMC Note 0.5% Due 01/27/2017	01/15/2015 01/16/2015 1,000,000.00	999,721.70 0.00 0.00 999,794.81	888.89 0.00 1,305.56 416.67	73.11 0.00 73.11 489.78	0.00 489.78



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
3137EADV8	FHLMC Note 0.75% Due 07/14/2017	10/30/2015 11/02/2015 1,000,000.00	1,000,308.60 0.00 0.00 1,000,275.15	1,604.17 0.00 2,229.17 625.00	0.00 33.45 (33.45) 591.55	0.00 591.55
3137EAEA3	FHLMC Note 0.75% Due 04/09/2018	04/06/2016 04/07/2016 1,250,000.00	1,248,512.04 0.00 0.00 1,248,595.15	4,531.25 4,739.58 572.92 781.25	83.11 0.00 83.11 864.36	0.00 864.36
912828B74	US Treasury Note 0.625% Due 02/15/2017	11/17/2014 11/18/2014 999,000.00	998,896.24 0.00 0.00 998,919.72	797.44 0.00 1,323.40 525.96	23.48 0.00 23.48 549.44	0.00 549.44
912828K82	US Treasury Note 1% Due 08/15/2018	04/19/2016 04/20/2016 750,000.00	752,364.45 0.00 0.00 752,257.14	957.88 0.00 1,589.67 631.79	0.00 107.31 (107.31) 524.48	0.00 524.48
912828SC5	US Treasury Note 0.875% Due 01/31/2017	02/27/2014 02/27/2014 1,500,000.00	1,501,056.55 0.00 0.00 1,500,788.08	2,211.28 0.00 3,316.92 1,105.64	0.00 268.47 (268.47) 837.17	0.00 837.17
912828SY7	US Treasury Note 0.625% Due 05/31/2017	11/25/2014 11/26/2014 1,000,700.00	999,751.82 0.00 0.00 999,873.28	2,101.88 0.00 2,631.62 529.74	121.46 0.00 121.46 651.20	0.00 651.20
912828TW0	US Treasury Note 0.75% Due 10/31/2017	04/23/2015 04/24/2015 1,000,000.00	999,833.91 0.00 0.00 999,846.94	3,138.59 3,750.00 20.72 632.13	13.03 0.00 13.03 645.16	0.00 645.16
912828UA6	US Treasury Note 0.625% Due 11/30/2017	12/21/2015 12/22/2015 1,000,000.00	995,693.56 0.00 0.00 996,007.68	2,100.41 0.00 2,629.78 529.37	314.12 0.00 314.12 843.49	0.00 843.49
912828UE8	US Treasury Note 0.75% Due 12/31/2017	12/18/2015 12/21/2015 1,000,000.00	996,612.64 0.00 0.00 996,842.92	1,895.38 0.00 2,527.17 631.79	230.28 0.00 230.28 862.07	0.00 862.07
912828UJ7	US Treasury Note 0.875% Due 01/31/2018	03/17/2015 03/18/2015 1,500,000.00	1,496,849.88 0.00 0.00 1,497,050.40	2,211.28 0.00 3,316.92 1,105.64	200.52 0.00 200.52 1,306.16	0.00 1,306.16
912828VE7	US Treasury Note 1% Due 05/31/2018	04/19/2016 04/20/2016 1,000,000.00	1,003,324.01 0.00 0.00 1,003,154.25	3,360.66 0.00 4,207.65 846.99	0.00 169.76 (169.76) 677.23	0.00 677.23



CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
912828WA4	US Treasury Note Due 10/15/2016	02/27/2014 02/27/2014 0.00	1,500,046.09 0.00 1,500,000.00 0.00	4,328.89 4,687.50 0.00 358.61	0.00 46.09 (46.09) 312.52	0.00 312.52
912828WP1	US Treasury Note 0.875% Due 06/15/2017	07/01/2014 07/02/2014 1,000,000.00	999,972.89 0.00 0.00 999,976.16	2,581.97 0.00 3,323.09 741.12	3.27 0.00 3.27 744.39	0.00 744.39
			23,685,433.70	49,133.93	1,639.44	
			1,204,992.00	15,829.02	987.35	
			1,500,000.00	50,563.76	652.09	0.00
TOTAL Fixed Income		23,399,700.00	23,391,077.79	17,258.85	17,910.94	17,910.94

Cash & Equivalent

06538BM18	Bank of Tokyo Mitsubishi NY Discount CP 0.86% Due 12/01/2016	08/03/2016 08/03/2016 1,000,000.00	997,133.33 0.00 0.00 997,133.33	1,409.45 0.00 2,150.00 740.55	0.00 0.00 0.00 740.55	0.00 740.55
21687AP31	Rabobank Nederland NV NY Discount CP 0.92% Due 02/03/2017	05/09/2016 05/10/2016 1,000,000.00	993,125.56 0.00 0.00 993,125.56	3,680.00 0.00 4,472.22 792.22	0.00 0.00 0.00 792.22	0.00 792.22
89233GT97	Toyota Motor Credit Discount CP 1.24% Due 09/09/2017	09/13/2016 09/13/2016 1,000,000.00	990,734.44 0.00 0.00 990,734.44	461.99 0.00 1,257.65 795.66	0.00 0.00 0.00 795.66	0.00 795.66
90CASH\$02	LSVL Cash Accounts	Various Various 683,741.15	932,956.46 0.00 249,215.31 683,741.15	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00
90COMB\$00	LSVL Compensating Balance Account	Various Various 1,923,761.94	2,037,253.39 0.00 113,491.45 1,923,761.94	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00
			5,951,203.18	5,551.44	0.00	
			0.00	0.00	0.00	
			362,706.76	7,879.87	0.00	0.00
TOTAL Cash & Equivalent		5,607,503.09	5,588,496.42	2,328.43	2,328.43	2,328.43



Income Earned

9/30/16 Thru 10/31/16

CUSIP	Security Description	Trade Date Settle Date Units	Book Value: Begin Book Value: Acq Book Value: Disp Book Value: End	Prior Accrued Inc. Received Ending Accrued Total Interest	Accr. Of Discount Amort. Of Premium Net Accret/Amort Income Earned	Unreal G/L Total Income
Investment Pool						
90LGIP\$00	LGIP Local Govt Investment Pool		7,287,782.76	0.00	0.00	
		Various	2,220,971.02	0.00	0.00	
		Various	0.00	0.00	0.00	0.00
		9,508,753.78	9,508,753.78	0.00	0.00	0.00
99CSAFE\$0	CSAFE Investment Pool		1,414,321.00	0.00	0.00	
		Various	1,518,596.59	139.51	0.00	
		Various	1,207,620.06	0.00	0.00	0.00
		1,725,297.53	1,725,297.53	139.51	139.51	139.51
			8,702,103.76	0.00	0.00	
			3,739,567.61	139.51	0.00	
			1,207,620.06	0.00	0.00	0.00
TOTAL Investment Pool		11,234,051.31	11,234,051.31	139.51	139.51	139.51
<hr/>						
			38,338,740.64	54,685.37	1,639.44	
			4,944,559.61	15,968.53	987.35	
			3,070,326.82	58,443.63	652.09	
TOTAL PORTFOLIO		40,241,254.40	40,213,625.52	19,726.79	20,378.88	20,378.88



Cash Flow Report

From 10/31/2016

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/21/2016	Interest	3135G0WJ8	1,500,000.00	FNMA Note 0.875% Due 5/21/2018	0.00	6,562.50	6,562.50
11/30/2016	Interest	912828SY7	1,000,700.00	US Treasury Note 0.625% Due 5/31/2017	0.00	3,127.19	3,127.19
11/30/2016	Interest	912828UA6	1,000,000.00	US Treasury Note 0.625% Due 11/30/2017	0.00	3,125.00	3,125.00
11/30/2016	Interest	912828VE7	1,000,000.00	US Treasury Note 1% Due 5/31/2018	0.00	5,000.00	5,000.00
Nov 2016					0.00	17,814.69	17,814.69
12/01/2016	Maturity	06538BM18	1,000,000.00	Bank of Tokyo Mitsubishi NY Discount CP 0.86% Due 12/1/2016	997,133.33	2,866.67	1,000,000.00
12/15/2016	Interest	912828WP1	1,000,000.00	US Treasury Note 0.875% Due 6/15/2017	0.00	4,375.00	4,375.00
12/31/2016	Interest	912828UE8	1,000,000.00	US Treasury Note 0.75% Due 12/31/2017	0.00	3,750.00	3,750.00
Dec 2016					997,133.33	10,991.67	1,008,125.00
01/05/2017	Interest	3133EGJS5	700,000.00	FFCB Note 0.7% Due 7/5/2018	0.00	2,450.00	2,450.00
01/14/2017	Interest	3137EADV8	1,000,000.00	FHLMC Note 0.75% Due 7/14/2017	0.00	3,750.00	3,750.00
01/27/2017	Maturity	3137EADU0	1,000,000.00	FHLMC Note 0.5% Due 1/27/2017	1,000,000.00	2,500.00	1,002,500.00
01/31/2017	Interest	912828UJ7	1,500,000.00	US Treasury Note 0.875% Due 1/31/2018	0.00	6,562.50	6,562.50
01/31/2017	Maturity	912828SC5	1,500,000.00	US Treasury Note 0.875% Due 1/31/2017	1,500,000.00	6,562.50	1,506,562.50
Jan 2017					2,500,000.00	21,825.00	2,521,825.00
02/02/2017	Interest	3135G0N33	350,000.00	FNMA Note 0.875% Due 8/2/2019	0.00	1,531.25	1,531.25
02/03/2017	Maturity	21687AP31	1,000,000.00	Rabobank Nederland NV NY Discount CP 0.92% Due 2/3/2017	993,125.56	6,874.44	1,000,000.00
02/04/2017	Interest	037833CB4	750,000.00	Apple Inc Note 1.1% Due 8/2/2019	0.00	4,125.00	4,125.00
02/08/2017	Interest	3135G0TG8	1,500,000.00	FNMA Note 0.875% Due 2/8/2018	0.00	6,562.50	6,562.50
02/15/2017	Interest	084664BY6	500,000.00	Berkshire Hathaway Note 2% Due 8/15/2018	0.00	5,000.00	5,000.00
02/15/2017	Interest	912828K82	750,000.00	US Treasury Note 1% Due 8/15/2018	0.00	3,750.00	3,750.00



Cash Flow Report

From 10/31/2016

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2017	Maturity	912828B74	999,000.00	US Treasury Note 0.625% Due 2/15/2017	999,000.00	3,121.88	1,002,121.88
02/22/2017	Maturity	3137EADT3	1,500,000.00	FHLMC Note 0.875% Due 2/22/2017	1,500,000.00	6,562.50	1,506,562.50
Feb 2017					3,492,125.56	37,527.57	3,529,653.13
03/06/2017	Interest	30231GAL6	1,500,000.00	Exxon Mobil Corp Note 1.305% Due 3/6/2018	0.00	9,787.50	9,787.50
Mar 2017					0.00	9,787.50	9,787.50
04/05/2017	Interest	3133EFX69	1,100,000.00	FFCB Note 0.96% Due 10/5/2018	0.00	5,280.00	5,280.00
04/09/2017	Interest	3137EAEA3	1,250,000.00	FHLMC Note 0.75% Due 4/9/2018	0.00	4,687.50	4,687.50
04/30/2017	Interest	912828TW0	1,000,000.00	US Treasury Note 0.75% Due 10/31/2017	0.00	3,750.00	3,750.00
Apr 2017					0.00	13,717.50	13,717.50
05/21/2017	Interest	3135G0WJ8	1,500,000.00	FNMA Note 0.875% Due 5/21/2018	0.00	6,562.50	6,562.50
05/31/2017	Interest	912828UA6	1,000,000.00	US Treasury Note 0.625% Due 11/30/2017	0.00	3,125.00	3,125.00
05/31/2017	Interest	912828VE7	1,000,000.00	US Treasury Note 1% Due 5/31/2018	0.00	5,000.00	5,000.00
05/31/2017	Maturity	912828SY7	1,000,700.00	US Treasury Note 0.625% Due 5/31/2017	1,000,700.00	3,127.19	1,003,827.19
May 2017					1,000,700.00	17,814.69	1,018,514.69
06/15/2017	Maturity	912828WP1	1,000,000.00	US Treasury Note 0.875% Due 6/15/2017	1,000,000.00	4,375.00	1,004,375.00
06/30/2017	Interest	912828UE8	1,000,000.00	US Treasury Note 0.75% Due 12/31/2017	0.00	3,750.00	3,750.00
Jun 2017					1,000,000.00	8,125.00	1,008,125.00
07/05/2017	Interest	3133EGJS5	700,000.00	FFCB Note 0.7% Due 7/5/2018	0.00	2,450.00	2,450.00
07/14/2017	Maturity	3137EADV8	1,000,000.00	FHLMC Note 0.75% Due 7/14/2017	1,000,000.00	3,750.00	1,003,750.00
07/31/2017	Interest	912828UJ7	1,500,000.00	US Treasury Note 0.875% Due 1/31/2018	0.00	6,562.50	6,562.50
Jul 2017					1,000,000.00	12,762.50	1,012,762.50
08/02/2017	Interest	3135G0N33	350,000.00	FNMA Note 0.875% Due 8/2/2019	0.00	1,531.25	1,531.25



Cash Flow Report

From 10/31/2016

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/04/2017	Interest	037833CB4	750,000.00	Apple Inc Note 1.1% Due 8/2/2019	0.00	4,125.00	4,125.00
08/08/2017	Interest	3135G0TG8	1,500,000.00	FNMA Note 0.875% Due 2/8/2018	0.00	6,562.50	6,562.50
08/15/2017	Interest	084664BY6	500,000.00	Berkshire Hathaway Note 2% Due 8/15/2018	0.00	5,000.00	5,000.00
08/15/2017	Interest	912828K82	750,000.00	US Treasury Note 1% Due 8/15/2018	0.00	3,750.00	3,750.00
Aug 2017					0.00	20,968.75	20,968.75
09/06/2017	Interest	30231GAL6	1,500,000.00	Exxon Mobil Corp Note 1.305% Due 3/6/2018	0.00	9,787.50	9,787.50
09/09/2017	Maturity	89233GT97	1,000,000.00	Toyota Motor Credit Discount CP 1.24% Due 9/9/2017	990,734.44	9,265.56	1,000,000.00
Sep 2017					990,734.44	19,053.06	1,009,787.50
10/05/2017	Interest	3133EFX69	1,100,000.00	FFCB Note 0.96% Due 10/5/2018	0.00	5,280.00	5,280.00
10/09/2017	Interest	3137EAEA3	1,250,000.00	FHLMC Note 0.75% Due 4/9/2018	0.00	4,687.50	4,687.50
10/31/2017	Maturity	912828TW0	1,000,000.00	US Treasury Note 0.75% Due 10/31/2017	1,000,000.00	3,750.00	1,003,750.00
Oct 2017					1,000,000.00	13,717.50	1,013,717.50
Total					11,980,693.33	204,105.43	12,184,798.76

City of Louisville

Period Ending
September 30, 2016



SECTION 1

Economic Update

SECTION 2

Account Profile

SECTION 3

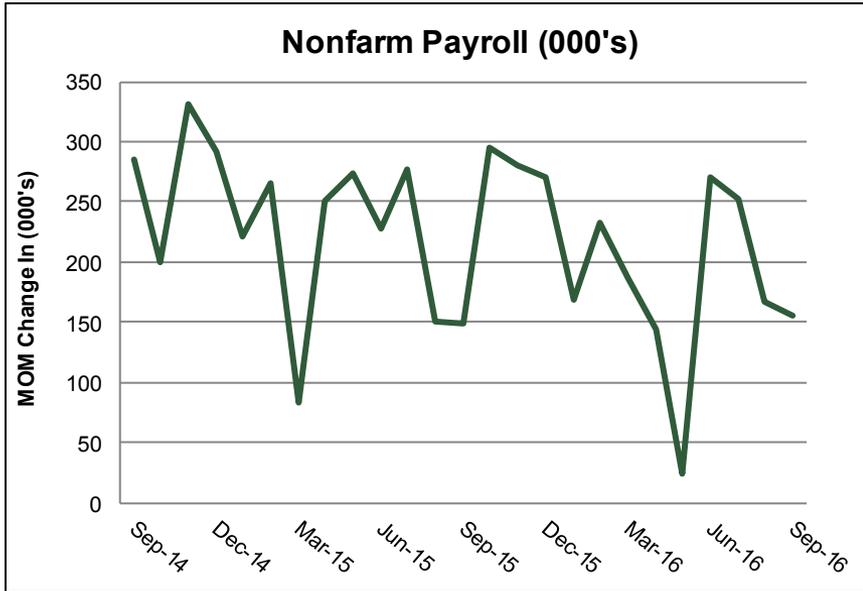
Portfolio Holdings

SECTION 1

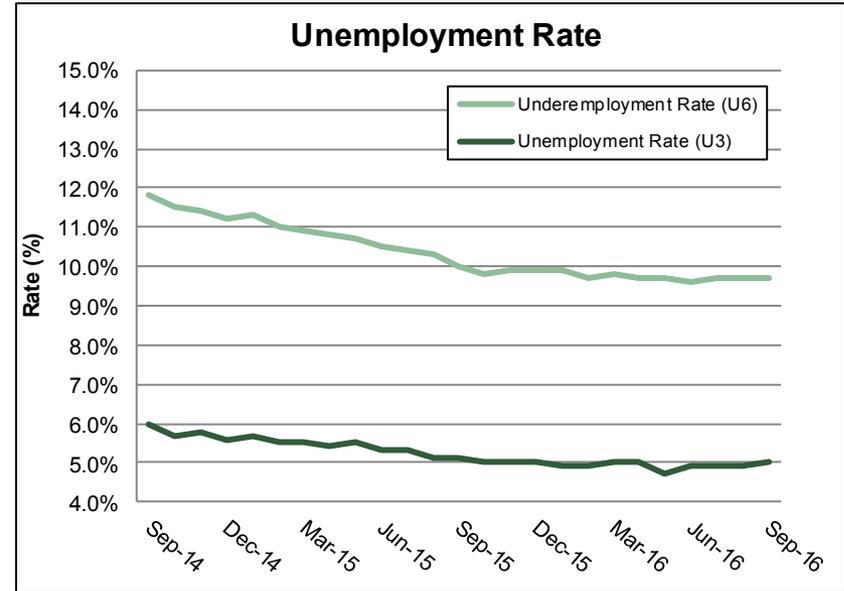
Economic Update



- The Federal Open Market Committee (FOMC) kept the fed funds rate unchanged at a range of 0.25%-0.50% in September. However, there were three dissenting votes (out of ten), as Esther George (Kansas City), Loretta Mester (Cleveland), and Eric Rosengren (Boston) preferred to raise the target range by a quarter percent. The Fed's overall assessment of the economy was little changed from July. In the policy statement, the Committee noted the labor market has continued to strengthen but inflation remains below target. In deciding whether or not to raise the fed funds target rate, the Committee said "the case for an increase in the federal funds rate has strengthened but decided, for the time being, to wait for further evidence of continued progress toward its objectives." In her press conference, Fed Chair Yellen remarked that the next meeting on November 1-2 is a "live" meeting but given its proximity to the US Presidential election on November 8, we think the Fed is likely to keep monetary policy on hold until December. If economic data remains modestly favorable over the next few months, we expect the Fed will hike the fed funds rate range by 25 basis points in December.
- The global economy continues to face headwinds, but domestic economic data points toward ongoing slow growth. The U.S. labor market remains healthy. The unemployment rate was 5.0% in September, and payrolls have increased by an average of 192,000 on a trailing 3-month moving average basis. Wage growth is inching higher. Consumer confidence remains strong. Housing trends remain favorable even though home price appreciation has softened. Oil prices have rebounded from earlier this year. The manufacturing sector, though still under pressure, has slightly improved. Second quarter 2016 GDP grew 1.4%, following growth of 0.8% in the first quarter. The consensus forecast calls for a pick-up in GDP growth in the second half of the year to 2.9% and 2.4% in the third and fourth quarters, respectively.
- In September, the 2-year Treasury yield decreased four basis points and the 10-year Treasury yield increased one basis point. Leading up to the FOMC meeting in September, the yield curve steepened slightly. After the FOMC meeting in September, yields modestly declined. The market-implied probability of a fed funds rate hike before year-end (reflected in fed funds futures prices) is now greater than 60%. According to the Fed's most recent projections, 14 out of 17 policymakers project at least one rate hike before year-end. The Fed's longer-run fed funds rate forecast is now 2.9%. The Fed's "dot plot" of fed funds rate projections has drifted lower over the last few years and we believe the projected terminal fed funds rate of 2.9% remains unrealistically high. We expect it will continue to move down closer to 2.0%. At least over the near-term, we believe multiple global and domestic factors will create an effective cap on rates across the yield curve.

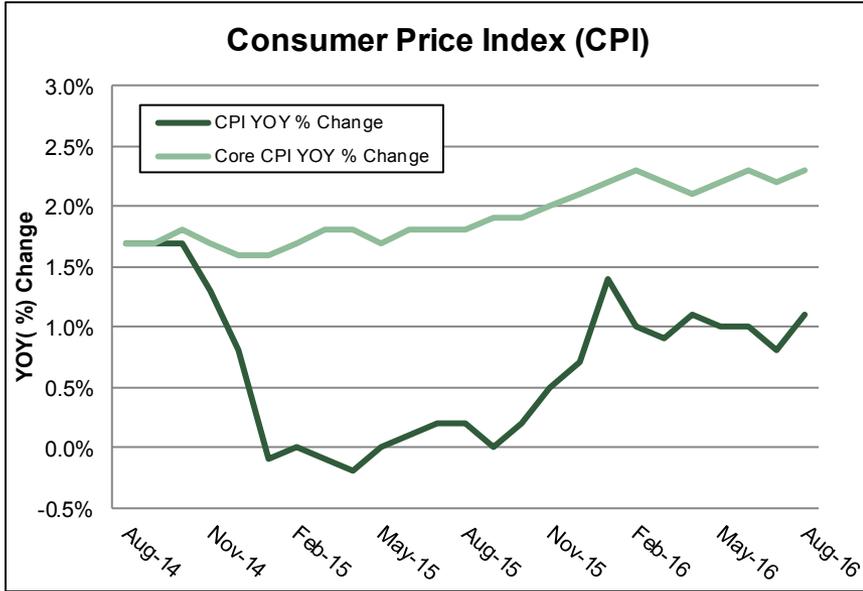


Source: US Department of Labor

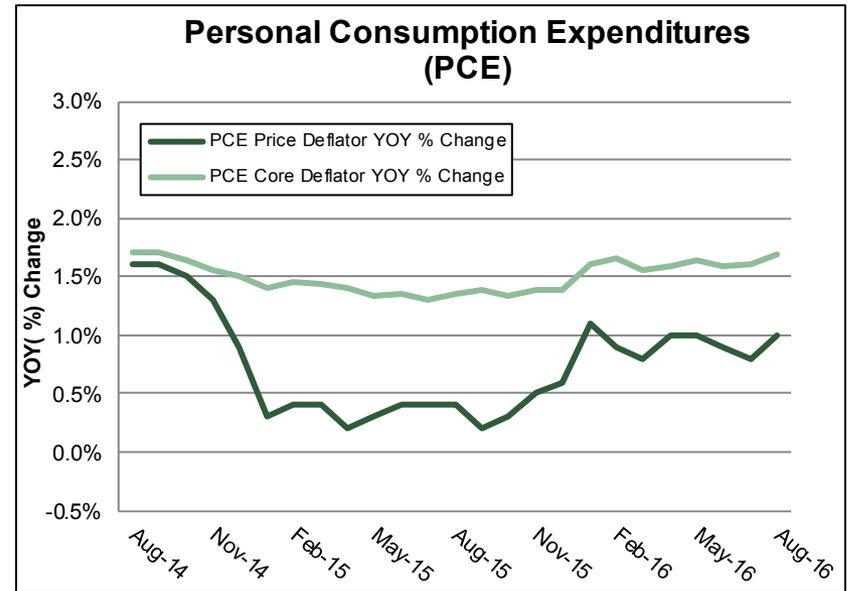


Source: US Department of Labor

Nonfarm payrolls were lower than expected in September, up 156,000 versus the consensus forecast of 172,000. July and August payrolls were revised down by a net total of 7,000. On a trailing 3-month and 6-month basis, payrolls increased by an average of 192,000 and 169,000 per month, respectively. The unemployment rate inched up in September to 5.0% from 4.9% in August, as the participation rate increased to 62.9% from 62.8%. A broader measure of unemployment called the U-6, which includes those who are marginally attached to the labor force and employed part time for economic reasons, remained unchanged in September at 9.7%. Wages increased 0.2% in September, following a 0.1% increase in August. On a year-over-year basis, wages were up 2.6% in September, versus 2.4% in August.

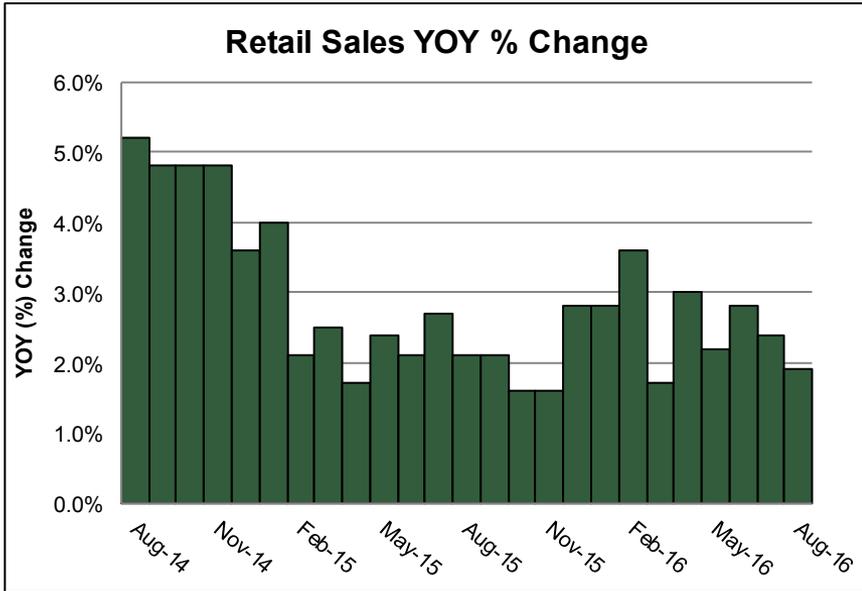


Source: US Department of Labor

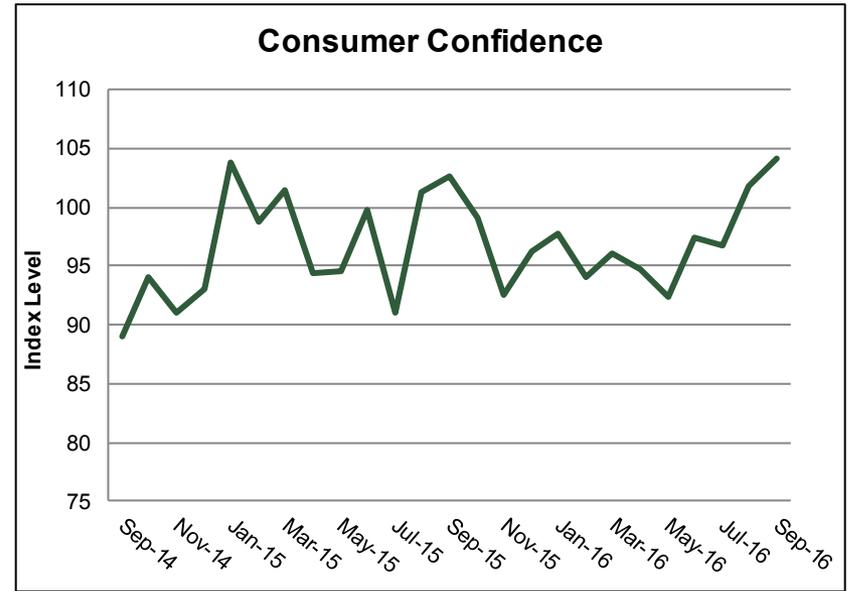


Source: US Department of Labor

The Consumer Price Index (CPI) was up 1.1% year-over-year in August, versus up 0.8% year-over-year in July. Core CPI (CPI less food and energy) was up 2.3% year-over-year in August, vs. 2.2% in July. The Personal Consumption Expenditures (PCE) index was up 1.0% year-over-year in August, versus 0.8% in July. Core PCE (excluding food and energy) was up 1.7% year-over-year in August vs. up 1.6% year-over-year in July. Although Core CPI is trending above 2.0%, the Fed's primary inflation gauge is PCE which remains below the Fed's 2.0% target.



Source: US Department of Commerce

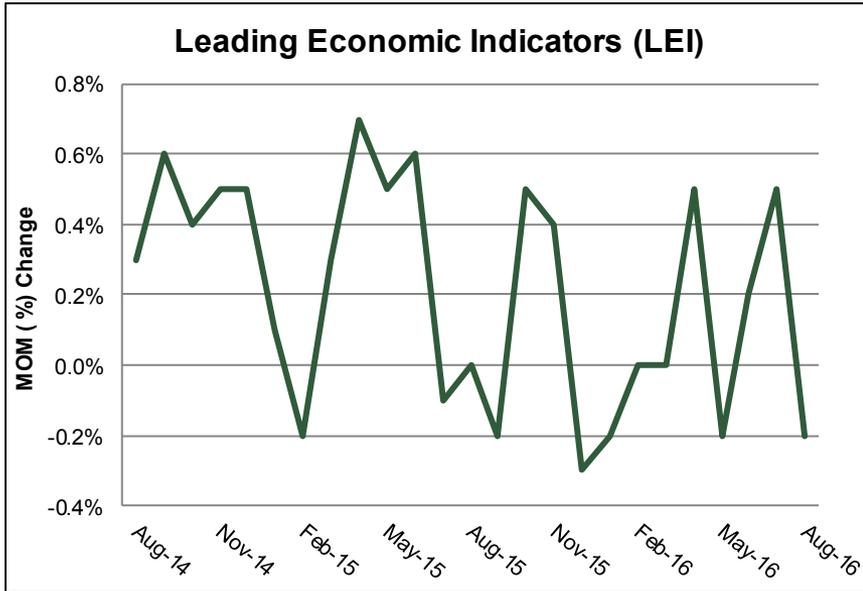


Source: Federal Reserve

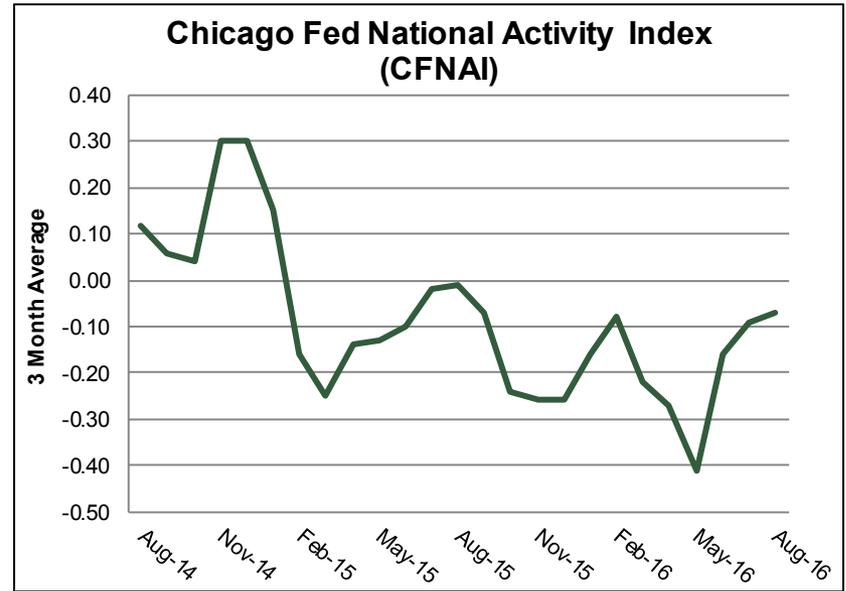
On a year-over-year basis, total retail sales were up 1.9% in August, compared with a 2.4% increase in July. On a month-over-month basis, retail sales declined 0.3% in August, below expectations. Excluding autos, retail sales fell 0.1% in the month. Although reports on consumer spending trends have been somewhat mixed, consumer confidence remains quite strong. The consumer confidence index rose to 104.1 in September from 101.8 in August.



Economic Activity

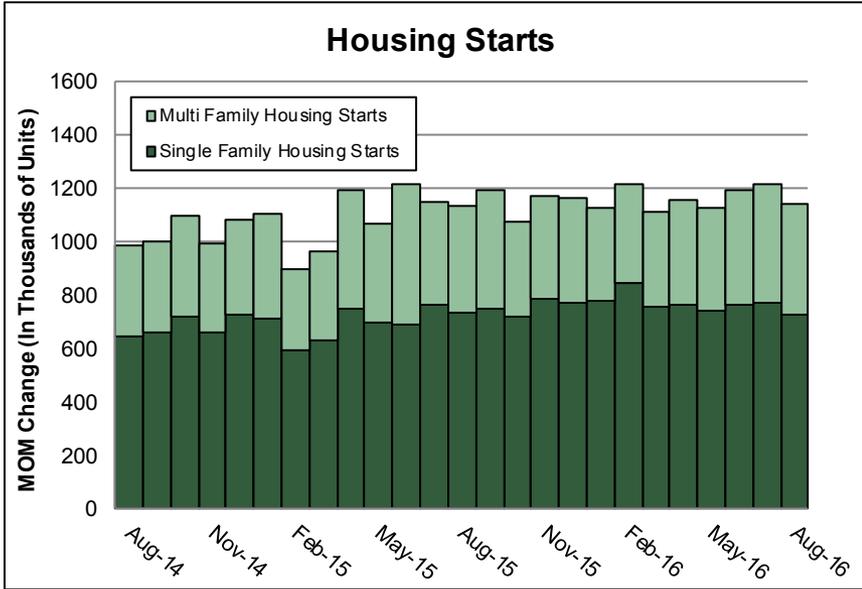


Source: The Conference Board

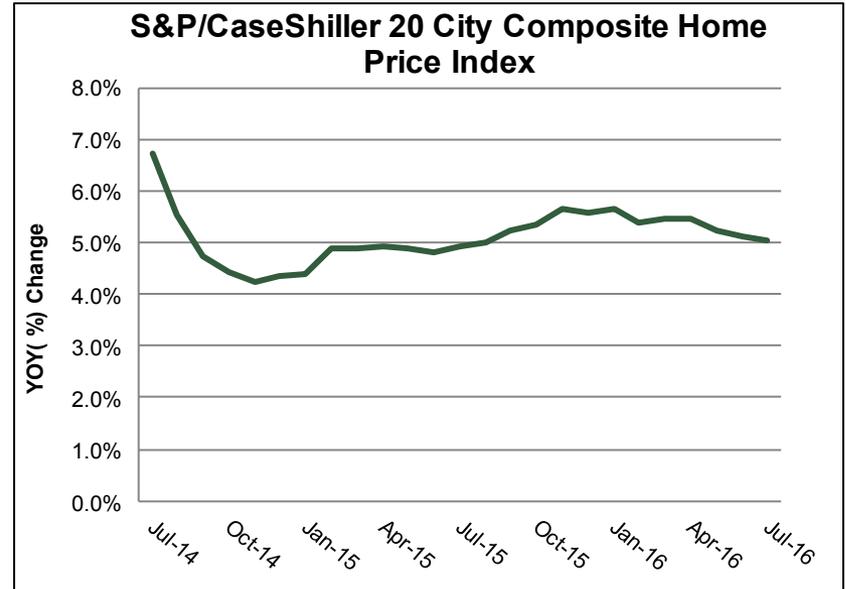


Source: Federal Reserve Bank of Chicago

The Index of Leading Economic Indicators (LEI) declined 0.2% in August, below expectations. Meanwhile, the Chicago Fed National Activity Index (CFNAI) improved to -0.07 in August on a 3-month moving average basis, from -0.09 in July. Both broad economic indices point to weak economic growth ahead.

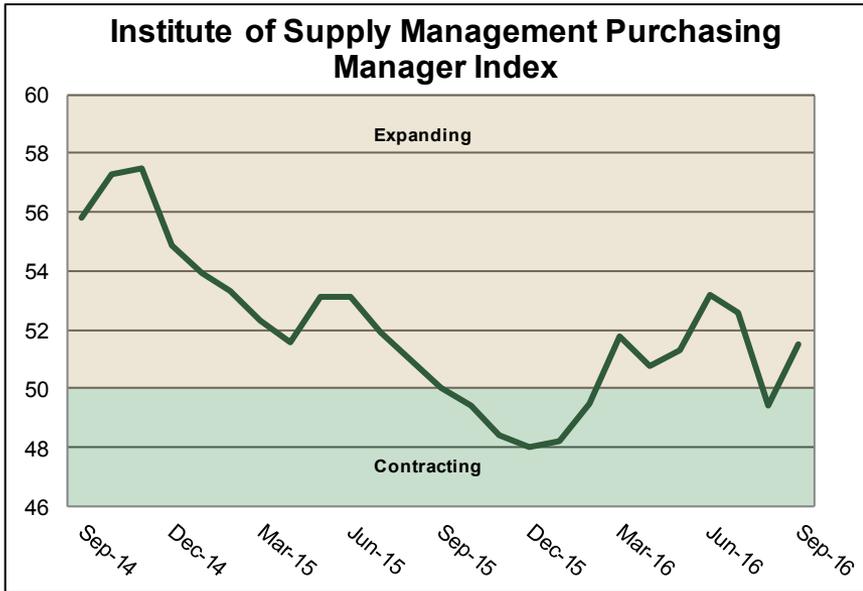


Source: US Census Bureau

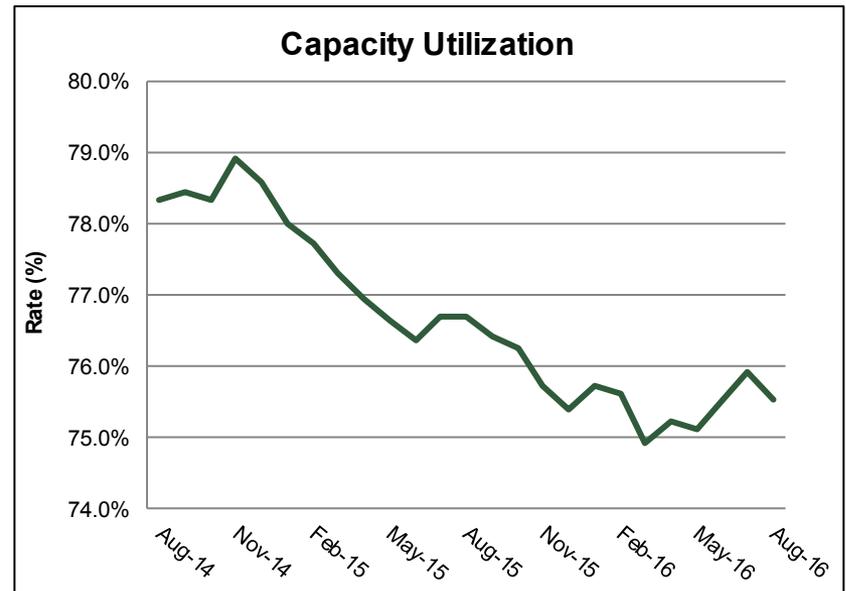


Source: S&P

Total housing starts fell 5.8% in August, following growth of 1.4% in July. Single-family starts fell 6.0% in August while multi-family starts declined 5.4%. Housing starts tend to be volatile on a month-to-month basis but the underlying trend remains favorable. Notably, single-family permit growth was strong in August. According to the Case-Shiller 20-City home price index, home prices were up just 5.0% year-over-year in July, vs. up 5.1% year-over-year in June. This index suggests that home price appreciation continues to soften.



Source: Institute for Supply Management



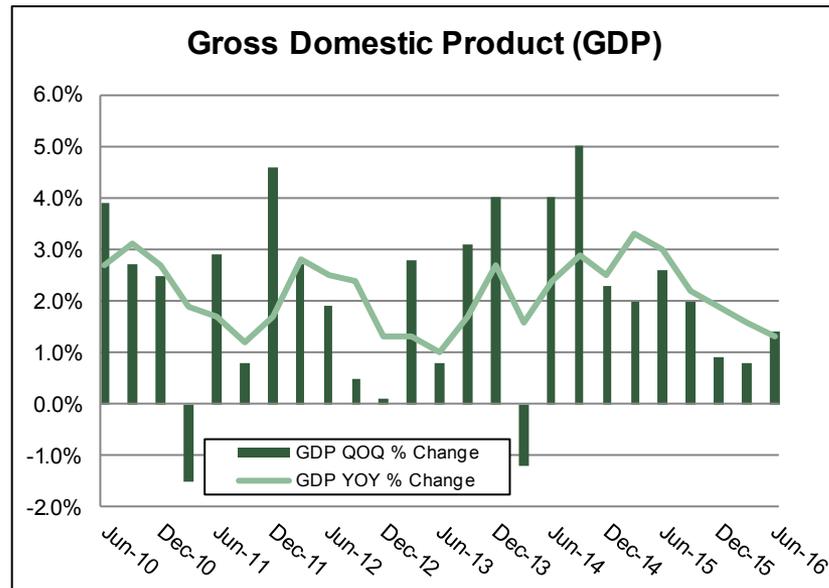
Source: Federal Reserve

The Institute for Supply Management (ISM) manufacturing index increased to 51.5 in September from 49.4 in August, suggesting that manufacturing activity is improving. New orders grew solidly in September. A reading above 50.0 suggests the manufacturing sector is expanding, and a reading above 43.1 is generally indicative of broad economic expansion, based on the historical relationship between the index and GDP growth. Meanwhile, capacity utilization, which is production divided by capacity, decreased to 75.5% in August from 75.9% in July. The capacity utilization rate remains below the long-run average of 80.0% (1972-2015), suggesting there is still excess capacity in the industrial sector.

GA | Gross Domestic Product (GDP)

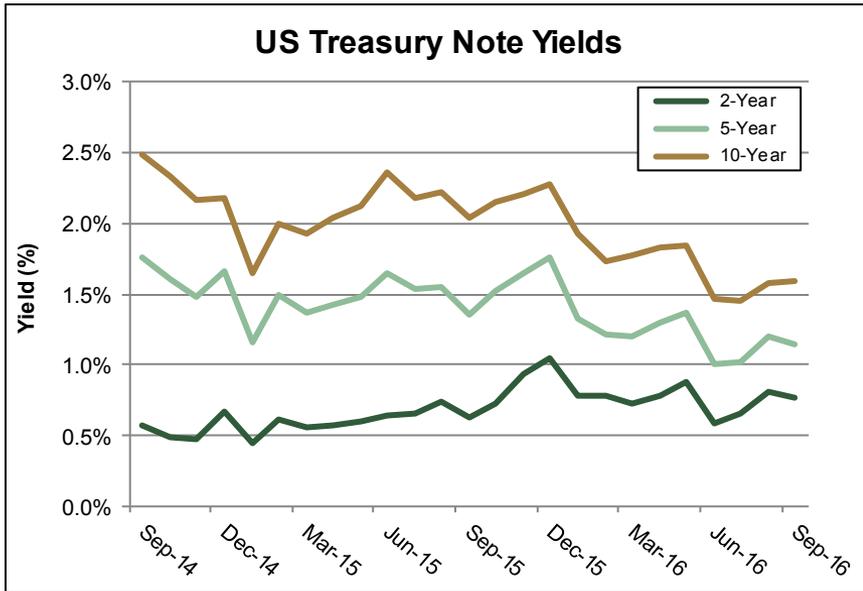
Components of GDP	9/15	12/15	3/16	6/16
Personal Consumption Expenditures	1.8%	1.5%	1.1%	2.9%
Gross Private Domestic Investment	0.4%	-0.4%	-0.6%	-1.3%
Net Exports and Imports	-0.5%	-0.5%	0.0%	0.2%
Federal Government Expenditures	0.1%	0.3%	-0.1%	0.0%
State and Local (Consumption and Gross Investment)	0.3%	-0.1%	0.4%	-0.3%
Total	2.0%	0.9%	0.8%	1.4%

Source: US Department of Commerce

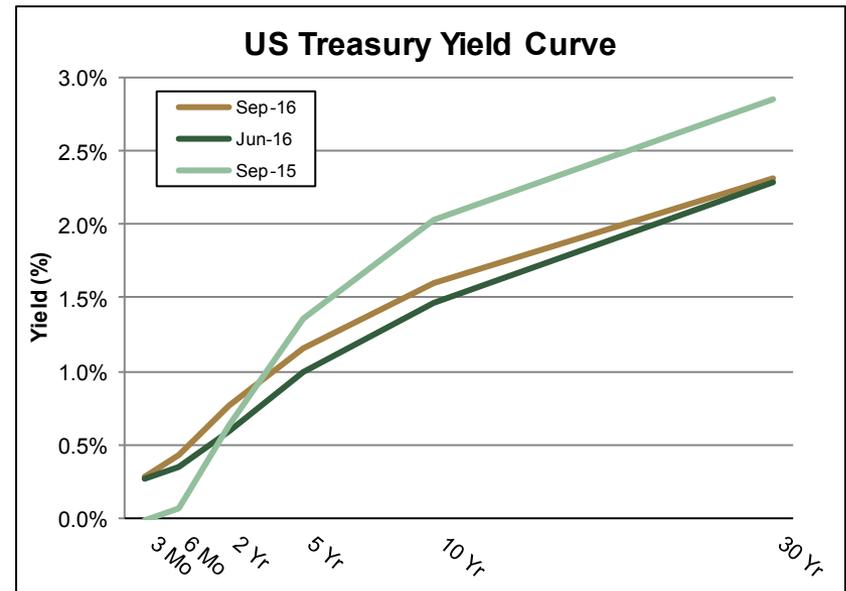


Source: US Department of Commerce

Second quarter real GDP growth was revised up to an annualized rate of 1.4% from the second estimate of 1.1%, slightly exceeding expectations. This follows growth of 0.8% in the first quarter and 0.9% in the fourth quarter. Nonresidential investment, exports, and inventories were the primary drivers of the revision. Growth from Personal Consumption Expenditures (PCE) was strong in the second quarter and continued to be the biggest overall contributor to economic growth. Market participants are forecasting GDP growth of 2.9% in the third quarter.



Source: Bloomberg



Source: Bloomberg

Over the past three months, the yield curve shifted upward with the 2-year Treasury yield up 18 basis points and the 10-year Treasury yield up nearly 13 basis points. However, on a year-over-year basis the yield curve flattened with the 2-year Treasury yield up about 13 basis points and the 10-year Treasury yield down more than 44 basis points. Over the past year, financial market volatility has been elevated due to weak global economic growth, volatile commodity prices, political uncertainty, and divergent global central bank monetary policy.

SECTION 2

Account Profile

Investment Objectives

Safety of principal is the foremost objective of the investment program. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

Chandler Asset Management Performance Objective

The performance objective for the City of Louisville is to achieve an annual total return on the portfolio that exceeds the return of the 2 Year HTM Treasury Index and the Bank of America/Merrill Lynch Blended 0-3 Year Treasury Index.

Strategy

In order to achieve its objective, we will invest the City's funds in a well diversified passive portfolio comprised primarily of U.S. Treasury and Agency securities. All securities will be in compliance with the City's Investment Policies and CRS 24-75-601.



City of Louisville
September 30, 2016

COMPLIANCE WITH INVESTMENT POLICY

Assets managed by Chandler Asset Management are in full compliance with State law and with the City's investment policy.

Category	Standard	Comment
Treasury Issues	5 years maximum maturity; 5% minimum	Complies
Government Instrumentalities, GSEs	95% max inclusive of Corporate or Bank Securities, 35% max per issuer (includes FFCB, FHLB, FHLMC, FNMA, GNMA), 3 years max maturity	Complies
Municipal Securities	A- or above by two NRSROs for Colorado GO and Revs; AA- for Non-Colorado by two NRSROs; 3 years max maturity	Complies
Banker's Acceptances	A-1,P-1, or F-1 by two NRSROs; 25% maximum; 5% max per issuer; 270 days max maturity	Complies
Commercial Paper	A-1,P-1, or F-1 by two NRSROs; 25% maximum; 5% max per issuer; 270 days max maturity	Complies
CDs	AA- rated; 25% maximum; 5% max per issuer; 5 years max maturity	Complies
US Corporate (MTNs)	AA-/Aa3 rated by two NRSROs; 25% maximum; 5% max per issuer; 3 years max maturity	Complied at time of purchase*
Money Market Fund	AAAm rated; 20% maximum; 10% max per issuer; 100% U.S. Treasury	Complies
LGIP	AAAm rated	Complies
Repurchase Agreements	Not used by Investment Adviser	Complies
GICS	Not used by Investment Adviser	Complies
Maximum Maturity	5 years	Complies

*Exxon Mobil concentration is at 5.3%; concentration increase due to client withdrawal of \$2.5 million on 02/16/16. Complied at time of purchase.



Portfolio Characteristics

City of Louisville

	9/30/2016		6/30/2016	
	Benchmark*	Portfolio	Portfolio	
Average Maturity (yrs)	1.04	0.99	1.08	
Modified Duration	1.03	0.98	1.07	
Average Purchase Yield	n/a	0.87%	0.84%	
Average Market Yield	0.59%	0.70%	0.58%	
Average Quality**	AA+	AA+/Aaa	AA+/Aaa	
Contributions/Withdrawals		-1,250		
Total Market Value		28,173,694	28,167,203	

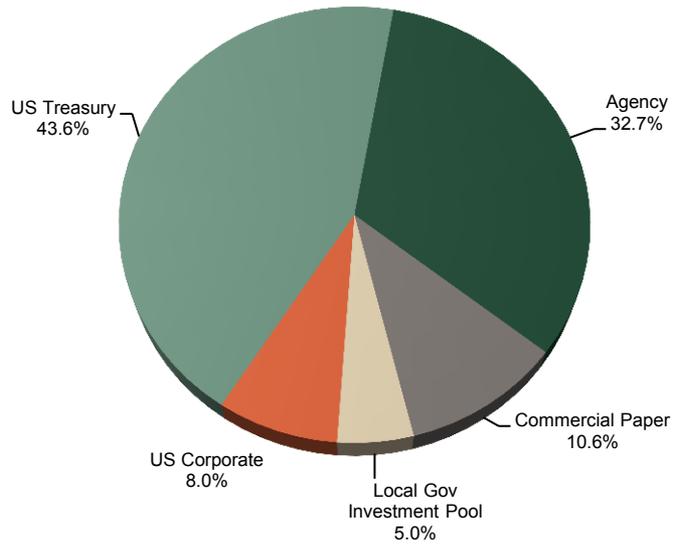
*2Yr Held-To-Maturity Treasury Index

**Benchmark is a blended rating of S&P, Moody's, and Fitch. Portfolio is S&P and Moody's respectively.

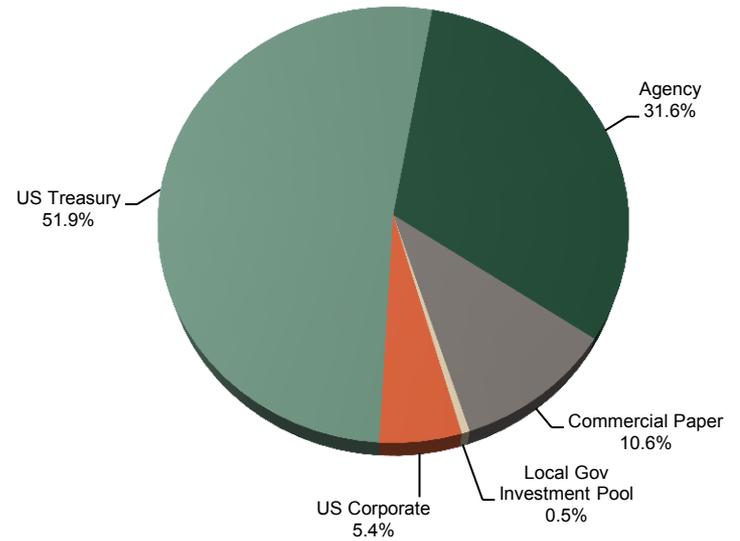


City of Louisville

September 30, 2016



June 30, 2016



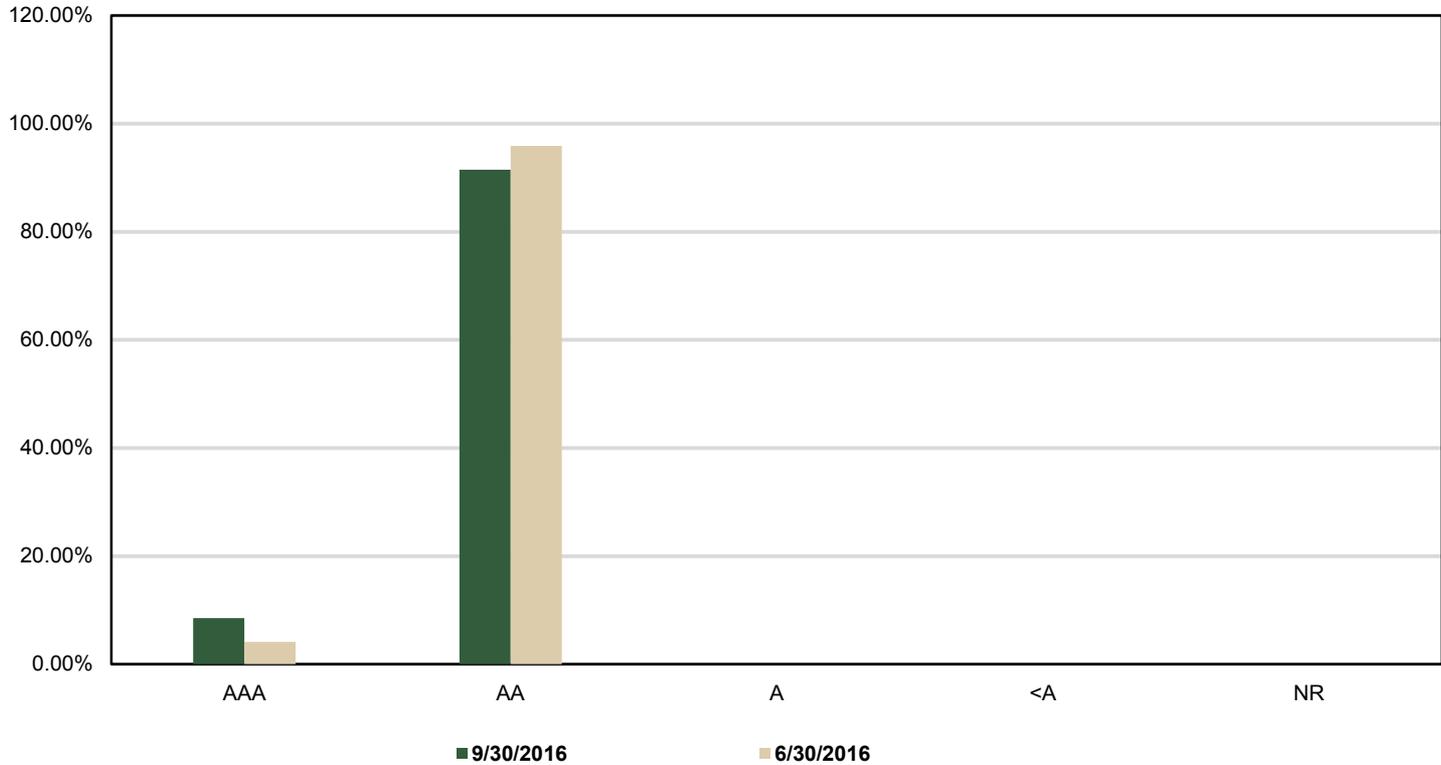
City of Louisville – Account #10236
As of 9/30/2016

Issue Name	Investment Type	% Portfolio
Government of United States	US Treasury	43.63%
Federal Home Loan Mortgage Corp	Agency	16.90%
Federal National Mortgage Association	Agency	11.92%
Exxon Mobil Corp	US Corporate	5.35%
CSAFE Investment Pool	Local Gov Investment Pool	5.02%
Federal Farm Credit Bank	Agency	3.93%
Bank of Tokyo-Mit UFJ	Commercial Paper	3.54%
Rabobank Nederland NV NY	Commercial Paper	3.54%
Toyota Motor Corp	Commercial Paper	3.52%
Apple Inc	US Corporate	2.66%
Total		100.00%



City of Louisville

September 30, 2016 vs. June 30, 2016



	AAA	AA	A	<A	NR
09/30/16	8.5%	91.5%	0.0%	0.0%	0.0%
06/30/16	4.1%	95.9%	0.0%	0.0%	0.0%

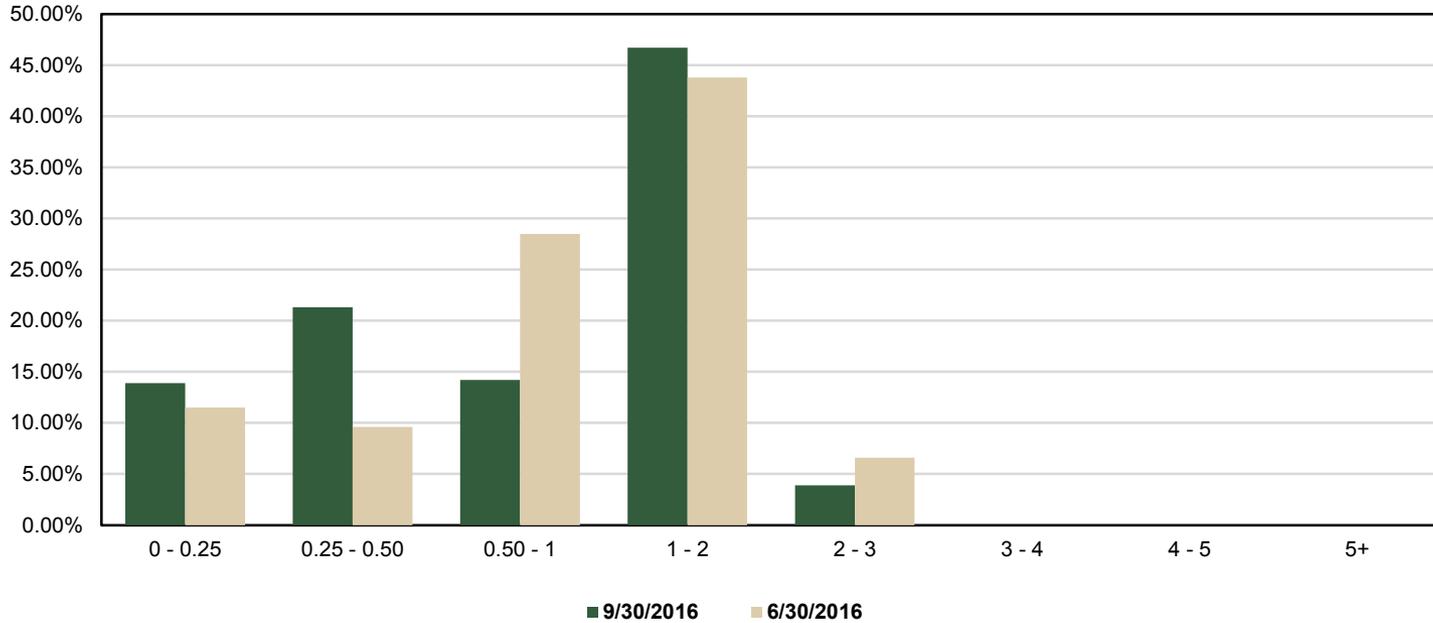
Source: S&P Ratings



Duration Distribution

City of Louisville

September 30, 2016 vs. June 30, 2016



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
09/30/16	13.9%	21.3%	14.2%	46.7%	3.9%	0.0%	0.0%	0.0%
06/30/16	11.5%	9.6%	28.5%	43.8%	6.6%	0.0%	0.0%	0.0%



Investment Performance

City of Louisville

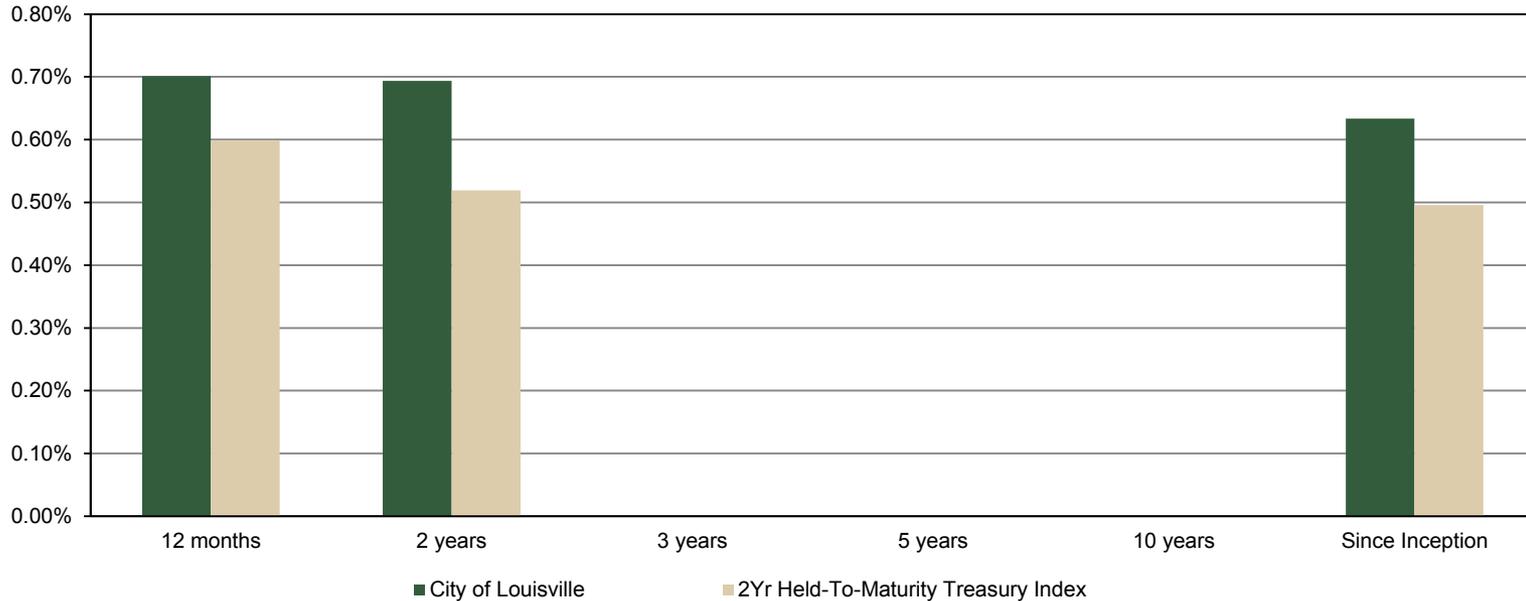
Period Ending

September 30, 2016

Total Rate of Return

Annualized Since Inception

June 30, 2014



	3 months	12 months	Annualized				Since Inception
			2 years	3 years	5 years	10 years	
City of Louisville	0.03%	0.70%	0.69%	N/A	N/A	N/A	0.63%
2Yr Held-To-Maturity Treasury Index	0.06%	0.60%	0.52%	N/A	N/A	N/A	0.50%

Total rate of return: A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

SECTION 3

Portfolio Holdings



Holdings Report

City of Louisville - Account #10236

For the Month Ending 9/30/2016

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Agency									
3137EADU0	FHLMC Note 0.500% Due 01/27/2017	1,000,000.00	01/15/2015 0.59%	998,250.00 999,721.70	100.03 0.40%	1,000,309.00 888.89	3.55% 587.30	Aaa / AA+ AAA	0.33 0.32
3137EADT3	FHLMC Note 0.875% Due 02/22/2017	1,500,000.00	08/27/2014 0.83%	1,501,665.00 1,500,263.76	100.16 0.47%	1,502,386.50 1,421.88	5.34% 2,122.74	Aaa / AA+ AAA	0.40 0.39
3137EADV8	FHLMC Note 0.750% Due 07/14/2017	1,000,000.00	10/30/2015 0.71%	1,000,669.00 1,000,308.60	100.10 0.63%	1,000,965.00 1,604.17	3.56% 656.40	Aaa / AA+ AAA	0.79 0.78
3135G0TG8	FNMA Note 0.875% Due 02/08/2018	1,500,000.00	06/12/2015 1.06%	1,492,810.50 1,496,327.35	100.13 0.78%	1,502,007.00 1,932.29	5.34% 5,679.65	Aaa / AA+ AAA	1.36 1.34
3137EAEA3	FHLMC Note 0.750% Due 04/09/2018	1,250,000.00	04/06/2016 0.83%	1,248,037.50 1,248,512.04	99.91 0.81%	1,248,870.00 4,531.25	4.45% 357.96	Aaa / AA+ AAA	1.52 1.51
3135G0WJ8	FNMA Note 0.875% Due 05/21/2018	1,500,000.00	05/26/2015 1.06%	1,492,065.00 1,495,653.95	100.09 0.82%	1,501,332.00 4,739.58	5.35% 5,678.05	Aaa / AA+ AAA	1.64 1.62
3133EFX69	FFCB Note 0.960% Due 10/05/2018	1,100,000.00	05/17/2016 0.97%	1,099,802.00 1,099,832.95	100.11 0.90%	1,101,237.50 5,162.67	3.93% 1,404.55	Aaa / AA+ AAA	2.01 1.98
3135G0N33	FNMA Note 0.875% Due 08/02/2019	350,000.00	Various 0.92%	349,526.00 349,551.97	99.61 1.01%	348,639.20 501.91	1.24% (912.77)	Aaa / AA+ AAA	2.84 2.79
Total Agency		9,200,000.00	0.88%	9,182,825.00 9,190,172.32	0.71%	9,205,746.20 20,782.64	32.75% 15,573.88	Aaa / AA+ Aaa	1.23 1.22
Commercial Paper									
06538BM18	Bank of Tokyo Mitsubishi NY Discount CP 0.860% Due 12/01/2016	1,000,000.00	08/03/2016 0.87%	997,133.33 997,133.33	99.71 0.87%	997,133.33 1,409.45	3.54% 0.00	P-1 / A-1 F-1	0.17 0.17
21687AP31	Rabobank Nederland NV NY Discount CP 0.920% Due 02/03/2017	1,000,000.00	05/09/2016 0.94%	993,125.56 993,125.56	99.31 0.94%	993,125.56 3,680.00	3.54% 0.00	P-1 / A-1 NR	0.35 0.34
89233GT97	Toyota Motor Credit Discount CP 1.240% Due 09/09/2017	1,000,000.00	09/13/2016 0.94%	990,734.44 990,734.44	99.07 0.94%	990,734.44 461.99	3.52% 0.00	P-1 / A-1+ F-1	0.94 0.94
Total Commercial Paper		3,000,000.00	0.92%	2,980,993.33 2,980,993.33	0.92%	2,980,993.33 5,551.44	10.60% 0.00	P-1 / A-1 F-1	0.48 0.48
Local Gov Investment Pool									
99CSAFE\$0	CSAFE Investment Pool	1,414,321.00	Various 0.59%	1,414,321.00 1,414,321.00	1.00 0.59%	1,414,321.00 0.00	5.02% 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool		1,414,321.00	0.59%	1,414,321.00	0.59%	1,414,321.00 0.00	5.02% 0.00	NR / AAA NR	0.00 0.00
US Corporate									
30231GAL6	Exxon Mobil Corp Note 1.305% Due 03/06/2018	1,500,000.00	03/03/2015 1.31%	1,500,000.00 1,500,000.00	100.30 1.09%	1,504,539.00 1,359.38	5.35% 4,539.00	Aaa / AA+ NR	1.43 1.42



Holdings Report

City of Louisville - Account #10236

For the Month Ending 9/30/2016

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
037833CB4	Apple Inc Note 1.100% Due 08/02/2019	750,000.00	07/29/2016 1.06%	750,907.50 750,859.34	99.61 1.24%	747,054.00 1,306.25	2.66% (3,805.34)	Aa1 / AA+ NR	2.84 2.78
Total US Corporate		2,250,000.00	1.22%	2,250,907.50 2,250,859.34	1.14%	2,251,593.00 2,665.63	8.00% 733.66	Aaa / AA+ NR	1.90 1.87
US Treasury									
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,500,000.00	02/27/2014 0.54%	1,503,164.06 1,500,046.09	100.02 0.23%	1,500,243.00 4,328.89	5.34% 196.91	Aaa / AA+ AAA	0.04 0.04
912828SC5	US Treasury Note 0.875% Due 01/31/2017	1,500,000.00	02/27/2014 0.66%	1,509,257.81 1,501,056.55	100.18 0.33%	1,502,709.00 2,211.28	5.34% 1,652.45	Aaa / AA+ AAA	0.34 0.33
912828B74	US Treasury Note 0.625% Due 02/15/2017	999,000.00	11/17/2014 0.65%	998,378.97 998,896.24	100.10 0.37%	999,969.03 797.44	3.55% 1,072.79	Aaa / AA+ AAA	0.38 0.37
912828SY7	US Treasury Note 0.625% Due 05/31/2017	1,000,700.00	11/25/2014 0.77%	997,107.09 999,751.82	100.02 0.60%	1,000,895.14 2,101.88	3.56% 1,143.32	Aaa / AA+ AAA	0.67 0.66
912828WP1	US Treasury Note 0.875% Due 06/15/2017	1,000,000.00	07/01/2014 0.88%	999,886.16 999,972.89	100.19 0.60%	1,001,914.00 2,581.97	3.57% 1,941.11	Aaa / AA+ AAA	0.71 0.70
912828TW0	US Treasury Note 0.750% Due 10/31/2017	1,000,000.00	04/23/2015 0.77%	999,612.73 999,833.91	100.07 0.68%	1,000,703.00 3,138.59	3.56% 869.09	Aaa / AA+ AAA	1.08 1.07
912828UA6	US Treasury Note 0.625% Due 11/30/2017	1,000,000.00	12/21/2015 1.00%	992,815.85 995,693.56	99.92 0.69%	999,219.00 2,100.41	3.55% 3,525.44	Aaa / AA+ AAA	1.17 1.16
912828UE8	US Treasury Note 0.750% Due 12/31/2017	1,000,000.00	12/18/2015 1.03%	994,495.54 996,612.64	100.04 0.72%	1,000,430.00 1,895.38	3.56% 3,817.36	Aaa / AA+ AAA	1.25 1.24
912828UJ7	US Treasury Note 0.875% Due 01/31/2018	1,500,000.00	03/17/2015 1.04%	1,493,208.15 1,496,849.88	100.21 0.72%	1,503,163.50 2,211.28	5.34% 6,313.62	Aaa / AA+ AAA	1.34 1.32
912828VE7	US Treasury Note 1.000% Due 05/31/2018	1,000,000.00	04/19/2016 0.80%	1,004,222.10 1,003,324.01	100.39 0.76%	1,003,945.00 3,360.66	3.58% 620.99	Aaa / AA+ AAA	1.67 1.65
912828K82	US Treasury Note 1.000% Due 08/15/2018	750,000.00	04/19/2016 0.83%	752,932.20 752,364.45	100.42 0.77%	753,164.25 957.88	2.68% 799.80	Aaa / AA+ AAA	1.87 1.85
Total US Treasury		12,249,700.00	0.81%	12,245,080.66 12,244,402.04	0.56%	12,266,354.92 25,685.66	43.63% 21,952.88	Aaa / AA+ Aaa	0.89 0.88
TOTAL PORTFOLIO		28,114,021.00	0.87%	28,074,127.49 28,080,748.03	0.70%	28,119,008.45 54,685.37	100.00% 38,260.42	Aaa / AA+ Aaa	0.99 0.98
TOTAL MARKET VALUE PLUS ACCRUALS						28,173,693.82			