



City Council Finance Committee Meeting Agenda

Monday, November 23, 2015
City Hall – City Manager’s Office
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 16, October 19, October 20, and October 26, 2015 Meetings (page 2)
- V. Public Comments on Items Not on the Agenda
- VI. Non-Profit Grant Program (page 13)
- VII. Financial Policies (page 188)
- VIII. Sales Tax Report for the Month Ended September 30, 2015 (page 225)
- IX. Financial Statements for the Month Ended October 31, 2015 (page 238)
- X. Cash & Investment Report as of October 31, 2015 (page 258)
- XI. Discussion Items for Next Meeting (Tentatively Scheduled for December 14, 2015)
 - Eide Bailly Report on Internal Controls and Revenue Collection Procedures
 - Resolution on 2016 Charges for Services
 - Budget Amendment
- XII. Adjourn

E-Mail Distribution List:

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

City of Louisville, Colorado

Finance Department 749 Main Street Louisville CO 80027
(303) 335-4505 (phone) (303) 335-4506 (fax) www.ci.louisville.co.us



City Council Finance Committee

Meeting Minutes

Friday, October 16, 2015
City Hall, Spruce Room
749 Main Street

CALL TO ORDER

The meeting was called to order at 7:30 a.m.

ROLL CALL

The following were present:

City Council: Council Member Keany and Council Member Stolzmann

Staff/Others Present: Malcolm Fleming, City Manager, Kevin Watson, Finance Director, Graham Clark, Senior Accountant, Troy Russ, Director of Planning and Zoning, Scott Robinson, Planner II, and John Leary, resident

Absent: Mayor Muckle

APPROVAL OF THE AGENDA

The Committee approved the agenda as presented.

UPDATE OF FISCAL IMPACT MODEL

Scott Robinson presented several data output schedules produced from the marginal cost Fiscal Impact Model created by TischlerBise. Mr. Robinson also gave a live demonstration of the model, focusing on capital facilities and capacities.

The Committee requested that capital facility capacities be amended as follows:

- Community Park and Land Improvements = 20% available capacity.
- Trails = 20% available capacity.
- Library = 25% available capacity.
- General Government = 10% available capacity.
- Police Department = 20% available capacity.

The Committee requested to continue the meeting to Tuesday, October 20, at 6:00 p.m. to continue discussions. The Committee specifically requested:

- The addition of Open Space as a capital facility in the model.
- A few scenarios on facility types and changes to capacities so the Committee can see the results.
- A schedule of operational capacities for each department.

The report can be located in the packet of the October 16, 2015 Finance Committee Meeting.

The meeting was adjourned at 9:15 a.m.



**City Council
Finance Committee
Meeting Minutes
Monday, October 19, 2015
City Hall, City Manager's Office
749 Main Street**

CALL TO ORDER

The meeting was called to order at 7:35 a.m.

ROLL CALL

The following were present:

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

Staff/Others Present: Malcolm Fleming, City Manager, Kevin Watson, Finance Director, Graham Clark, Senior Accountant, Penney Bolte, Tax Manager, Meredyth Muth, Public Relations Manager, and Angie Layton, resident

Absent: None

APPROVAL OF THE AGENDA

The Committee approved the agenda as presented.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 14, 2015 MEETING

The Committee approved the minutes from the September 14, 2015 meeting as presented.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Councilmember Stolzmann stated that she appreciates the ERP updates and summaries. She complimented staff on their decision to delay the go-live date to July 2016 to ensure the accuracy and integrity of the new system.

PURCHASING POLICY DISCUSSION

Meredyth Much, Public Relations Manager, presented the revised Purchasing Policy Limits which included several additional conditions which would require City Council approval.

Finance Committee members discussed the additional approval considerations and unanimously recommended the proposed changes to the Purchasing Policy, Ordinance No. 1701, Series 2015, be brought forward to the full City Council.

The communication, Purchasing Policy Limits, and Ordinance 1701, Series 1701, can be located in the packet of the October 19, 2015 Finance Committee Meeting.

SALES TAX REPORTS FOR THE MONTH ENDED AUGUST 31, 2015

Tax Manager Bolte presented the monthly sales tax reports for the period ended August 31, 2015.

The reports and the corresponding narrative can be located in the packet of the October 19, 2015 Finance Committee Meeting.

FINANCIAL STATEMENTS FOR THE PERIOD ENDING JULY 31, 2015

Graham Clark, Senior Accountant presented to the Committee the financial statements for the months ending September 30, 2015.

Senior Accountant Clark stated that the Golf Course Fund expenditures currently exceed revenues by \$841K. City Manager Fleming stated that the golf course had a strong September and that October also is strong and that he anticipates revenues will meet the revised budget projection of \$598K.

Finance Director Watson stated that staff continues to work towards reconciling the POS system to the General Ledger and that it is believed that items such as gift cards and rainchecks may be part of the variance. Director Watson also informed the Finance Committee members that Eide Bailly has conducted its review of cash handling for the Library, Recreation Center and Golf Course and will present the results of their review and recommendations at an upcoming Finance Committee meeting.

The reports and the corresponding narrative can be located in the packet of the October 19, 2015 Finance Committee Meeting.

CIP BUDGET TO ACTUAL FOR PERIOD ENDING SEPTEMBER 30, 2015

Accountant Graham Clark presented the Committee a summary of the actual expenditures YTD for the 2015 Capital Projects. The report also indicates whether the projects were a carry-over from 2014, an original request, or has been amended.

Member Stolzmann stated that she liked the report, and that the notations of “carry-over”, “original” and “amended” were very helpful. Councilmember Stolzmann stated that several items stood out to her such as “Emergency Tree Work” noted as a carry-over from 2014. She stated that the budget for this line item perhaps should be moved to “New Trees”, as it appears the original request was not an “emergency”. Also, that the Police Department has not used its 2015 budget for furniture but that funding for furniture is being proposed for the 2016 budget. Lastly Stolzmann noted that there was a 2014 carry-over for “Median Improvements” which she stated are needed but which funds have still not been used in 2015.

The Finance Committee members discussed that the CIP requests need to be more realistic in terms of the ability and the resources needed to complete the proposed projects. Member Stolzmann stated that the City is tying up funds for projects that are not able to be completed due to constrained resources.

City Manager Fleming stated that the status of City projects are reviewed with Directors quarterly. Finance Director Watson stated that Manager Fleming authorized the addition of a Project Accounting module to the new ERP system which will allow for real-time detailed access to the budget.

Finance Committee members stated that they would like the full City Council to receive this CIP Budget to Actual report on a quarterly basis as part of the City Manager’s Update.

The report and the corresponding narrative can be located in the packet of the October 19, 2015 Finance Committee Meeting.

CASH & INVESTMENTS AT SEPTEMBER 30, 2015

Finance Director, Kevin Watson, presented to the Finance Committee the monthly report from Chandler Asset Management of the City’s cash and investments. Director Watson stated that the reserves have been drawn down, and slightly reallocated, to pay for projects being completed late Summer and into the Fall.

The report and the corresponding narrative can be located in the packet of the October 19, 2015 Finance Committee Meeting.

REVENUE PROJECTION DASHBOARD – PROJECTIONS DATED OCTOBER 8, 2015

Finance Director, Kevin Watson, presented the latest dashboard to the Finance Committee members and noted that it represents the final projections for the year.

Of note, Director Watson stated that the revenues for Consumer Use Tax, Court Fines and Solid Waste & Recycling Fees were lowered, and the revenue projections for Auto Use Tax, Franchise Tax, Specific Ownership Tax, Water Use Fees and Wastewater Use Fees were increased.

Councilmember Keany asked about the disparity in the Water Tap Fees and Wastewater Tap Fees. Specifically, why the Water Tap Fees are coming in above budget, but the Wastewater Tap Fees are significantly below budget. Director Watson stated that the forecast is provided by the Planning & Building Department. City Manager Fleming stated that irrigation taps vary by project, and that the fee rates were unknown at the time the budget was established.

Member Keany requested a discussion with Director Troy Russ regarding Tap Fees for the next Finance Committee meeting, November 23, 2015.

Finance Committee members discussed the increased impact of the reduced revenue in Solid Waste & Recycling Fees. They discussed the goal to increase working capital and allow for payment of trash services in advance of billing customers.

Finance Committee Member Keany asked staff if they know the amount of funding in the Xcel Energy Undergrounding Fund. Keany stated that such available funds should be used to underground the utilities in the 900 block of the Lafarge alley as part of the anticipated work to be done in the area. Tax Manager Bolte stated that the City's current franchise agreement with Xcel provides for the City to request an audit of the undergrounding fund and subsequent report. Member Keany requested staff to initiate the audit request with Xcel.

Resident, Angie Layton, asked about providing City-wide WI-FI similar to what the City of Longmont provides. Member Keany stated that Longmont owns its own electric utility and can therefore easily add fiber optic lines, but that Louisville has no similar distribution network. Mayor Muckle stated that City-wide WI-FI would require a ballot issue to voters, and that it is something that has been considered.

Finance Committee members agreed that a discussion on undergrounding and City-wide WI-FI should be scheduled for a future study session.

The report and corresponding narrative can be located in the packet of the October 19, 2015 Finance Committee Meeting.

LIST OF BILLS SCHEDULED FOR COUNCIL APPROVAL ON OCTOBER 20, 2015

The Finance Director provided the Finance Committee with a list of bills scheduled for Council approval at the October 20, 2015 regular Council meeting.

The list of bills can be located in the packet of the October 19, 2015 Finance Committee Meeting.

DISCUSSION ITEMS FOR THE NEXT MEETING & MEETING SCHEDULE

The next regular Finance Committee Meeting is scheduled for **Monday, November 23, 2015 at 7:30 a.m.** Discussion items currently scheduled for a future meeting are:

- Discussion of Tap Fees – Director Planning & Building, Troy Russ
- Financial Policies – Finance Director, Kevin Watson
- Financial Statements for the Period Ended October 31, 2015.
- Sales Tax Reports for the Period Ended September 30, 2015.
- Cash & Investment Report as of October 31, 2015.
- List of Bills

ADJOURN

The meeting was adjourned at 8:45 a.m.



City Council Finance Committee

Meeting Minutes

Tuesday, October 20, 2015
City Hall, Spruce Room
749 Main Street

CALL TO ORDER

The meeting was called to order at 6:07 p.m.

ROLL CALL

The following were present:

City Council: Council Member Keany, and Council Member Stolzmann

Staff/Others Present: Malcolm Fleming, City Manager, Kevin Watson, Finance Director, Graham Clark, Senior Accountant, Troy Russ, Director of Planning and Zoning, and Scott Robinson, Planner II

Absent: Mayor Muckle

APPROVAL OF THE AGENDA

The Committee approved the agenda as presented.

UPDATE OF FISCAL IMPACT MODEL

Scott Robinson presented the changes to the model since the model was last discussed by the Committee on October 16. The Committee reviewed and commented on the capital facility and operational capacity assumption.

The Committee requested to continue the meeting on the Fiscal Impact Model to Monday, October 26.

The report can be located in the packet of the October 20, 2015 Finance Committee Meeting.

The meeting was adjourned at 7:00 p.m.



City Council Finance Committee

Meeting Minutes

Tuesday, October 26, 2015
City Hall, Spruce Room
749 Main Street

CALL TO ORDER

The meeting was called to order at 7:35 a.m.

ROLL CALL

The following were present:

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

Staff/Others Present: Malcolm Fleming, City Manager, Kevin Watson, Finance Director, Graham Clark, Senior Accountant, Troy Russ, Director of Planning and Zoning, Scott Robinson, Planner II, and John Leary, Resident

Absent: None

APPROVAL OF THE AGENDA

The Committee approved the agenda as presented.

UPDATE OF FISCAL IMPACT MODEL

Scott Robinson presented the changes to the model since the model was last discussed by the Committee on October 20. The Committee reviewed and commented on the residential/jobs splits for the capital facilities. Specifically, the Committee requested:

- A change to the percentage splits for Community Park Land & Improvements, Trails, and Open Space from 75/25 to 90/10.

- A change to the percentage splits for Library and Library Materials from 60/40 to a split that seems more reasonable and as confirmed by the Library Director.
- The table on page three of the packet be sorted by residential/job splits.
- That staff contact TischlerBise regarding differentiating employment salaries differentiated by land use type.

The Committee also reviewed the capital facilities listings and made the following comments/requests:

- Verify the acreage amounts for Community Parks, Neighborhood Parks, and Open Space. Scott Robinson and Councilmember Stolzmann will meet and reconcile to Councilmember Stolzmann's work from the County's Website.
- Review the replacement costs for Park Restrooms, Playground, Recreation Center Swimming Pool, and Memory Square Pool.
- Make notations within the tables as to the source of replacement costs.

Based on issues brought forward from John Leary, the Committee also discussed:

- The consolidation of capital and operational outputs from the model.
- The costs of single family versus multi-family residential units.
- The definition of mixed use.
- The relationship between employee salaries and the amount spent on taxable sales – whether or not it should be considered linear.

The report can be located in the packet of the October 26, 2015 Finance Committee Meeting.

The meeting was adjourned at 9:00 p.m.

SUBJECT: NON-PROFIT FUNDING REQUESTS FOR 2016

DATE: NOVEMBER 23, 2015

PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

The 2016 adopted budget contains \$35,000 for grants/contributions to non-profit agencies. Of that amount, \$5,000 is reserved for the new 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 2013 through 2015. The final column contains funding requests for 2016.

Organization	2013 Grant	2014 Grant	2015 Grant	2016 Request
Association for Community Living in Boulder County	500	500	500	1,000
Boulder County CareConnect	-	-	1,000	5,000
Boulder County Legal Services	400	600	600	1,000
Center Stage Theater Company	400	-	-	-
Clinica Family Health Services	5,000	5,000	4,000	5,000
Coal Creek Meals on Wheels	2,000	2,000	2,000	3,000
Community After Prom Parent Association	-	-	-	1,000
Community Food Share	2,500	2,500	2,500	2,500
Dental Aid	1,000	1,000	1,000	2,000
Flatirons Habitate for Humanity	-	-	[1]	10,000
Good Samaritan Medical Center Foundation	-	-	-	3,000
Imagine Foundation - Developmental Disabilities Center	400	500	[2]	2,000
Impact on Education	1,000	1,000	1,000	5,000
Intercambio Uniting Communities	-	-	-	3,500
Louisville Community Food Bank	700	800	800	800
Louisville Senior Advisory Board	-	-	-	4,250
Safehouse Progressive Alliance for Nonviolence	1,500	1,500	1,500	2,500
Saint Benedict Health & Healing - Free Medical Clinics	400	400	400	3,000
Sister Carmen Community Center	2,700	2,700	2,700	2,700
TRU Community Care	1,500	1,500	1,500	1,500
Voices for Children CASA	-	-	500	750
Totals	20,000	20,000	20,000	59,500

[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.

SUBJECT: NON-PROFIT FUNDING REQUESTS FOR 2016

DATE: NOVEMBER 23, 2015

PAGE 2 OF 2

Attached are copies of the actual applications received by the Finance Department. Based on the Committee's comments from last year, the attachments do not include any of the applicants' financial information (budgets, financial statements) or 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 and the disbursement of funds will be made in February.

During the 2016 budget process, the City Council requested the Finance Committee review all the City's grants and contributions when reviewing the Non-Profit Grant Program. Other grants and contributions budgeted for 2016 that the Committee may want to review are, as follows:

- \$5,000 to Chamber of Commerce
- \$10,000 to Cultural Council
- \$2,000 for Festival of Lights (Chamber)
- \$16,250 for Fourth of July Celebration



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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

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

Grant Amount Received for 2015 (if applicable) \$ \$500.

Grant Amount Requested for 2016 \$ 1000.

**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 with our boots on the ground, 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.

Our service delivery model is the Principles and Standards in Independent Advocacy which provides us with research and evidence-based best practices. (Principles and Standards in Independent Advocacy Organizations, 2000. Advocacy 2000 Consortium). Our programs also align with the Boulder County Housing and Human Services Impact Areas. Our programs are: Child and Family Empowerment Program, Adult Empowerment Program and Safe and Inclusive Community Program.

Our **ACL Child and Family Empowerment Program** provides infants, children and youth with I/DD access to the supports they need to live in their family homes, succeed in school and participate in all the experiences of childhood. The program promotes the family's role as primary advocate for their child through a partnership based on supporting, mentoring, training and building a community support network. We promote inclusion in general education classrooms and prepare teenage students and their families for the transition to adulthood with better access to employment, post-secondary education and full community participation. Program activities include: information, consultation, referral, advocacy, crisis intervention, IEP meeting attendance to support parent advocacy, training and basic needs access.

The **ACL Adult Empowerment Program** provides advocacy, information, consultation, referral, crisis intervention, training and basic needs access to people with I/DD and their families. The program promotes self-determination, full community participation, self-reliance, interdependence, health, and safety. We launched Getting Organized in 2013 in response to the waitlist for services. This drop-in group meets weekly, and participants are provided practical problem solving support and basic needs assistance. Activities include: assistance with applications for a range of resources, support to understand and navigate systems and crisis management. Getting Organized offers a social outlet for isolated self-advocates. It was created to allow the ACL to efficiently and cost effectively meet a wide range of needs and build organizational capacity to meet the needs of people newly eligible under the expanded definition of I/DD. We advocate to meet the immediate health and safety needs of the people we serve. We

continue to provide individual advocacy to people as they move out of crisis. We connect them with sources of emergency assistance and financial aid and mentor to identify the causes of crisis and help make a plan to avoid future crisis situations.

Our **Safe and Inclusive Community Program** conducts educational activities and trainings for families, self-advocates, schools, community organizations and local safety and emergency response agencies. The purpose of our training programs is to proactively prevent crises through education and support and to bring more understanding of people with I/DD. We partner with the justice system to promote protection and justice for people with I/DD and to raise awareness of the contributions people with developmental disabilities make in their communities. This program provides people with I/DD opportunities to participate in their community and build relationships with other community members by facilitating community building. In 2012 ACL launched Caminando Juntos, specially designed around the culture and values of Latino families. This was in response to the absence of culturally competent advocacy, support and training which was compounding the barriers faced by Latinos family members who have I/DD. While parents receive support and education, children and youth with and without disabilities have support to socialize. Music and art therapy are built into the program. Siblings of children with a disability access a sibling workshop which allows them to talk and learn about growing up with a brother or sister with a disability. Experts from the community are invited to talk on a variety of topics. The program helps parents and siblings understand the potential of children with disabilities, the power of family engagement, and aims to reduce isolation and promote inclusion. All family members are welcome and food is provided at each session. Caminado Juntos won the Community Foundation Serving Boulder County's NOVA Award in 2013 for innovation in human service programming. ACL also facilitates the Boulder Chapter of Self-Advocates Becoming Empowered (S.A.B.E.). We also sponsor a Rotary Community Corp for people with I/DD.

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. Our new database shows that our membership grew to 442 in 2014. From October through the end of the year, 131 people received advocacy services from the ACL with a total of 635 efforts. 47 of these people were children who received 191 advocacy efforts. In the last quarter of 2014, 76 adults received 526 advocacy efforts and 146 of these efforts were for Basic Needs assistance. 30 unduplicated adults participated in Getting Organized with 238 total attendance during the same period. The ACL averages 182 external referrals a month. In 2014, we offered trainings, made presentations and hosted presentations by outside professionals to our groups. In the first 6 months of the year over 500 people attended our events and in the last 3 months of 2014 these events had 478 people in attendance. 70 families participated in Camanando Juntos. \$10,525 in Direct Aid was dispersed. SABE membership is 42 self-advocates. The ACL currently serves 44 members that are Louisville residents.

- 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.

There is an increasing amount of evidence that research and outcomes based programs provide broad based, long lasting and measurable results for individuals and communities. Our programs are researched and outcomes based. In 2014 we created the foundation for future growth and increased capacity in our organization. We evaluate our programs on an ongoing basis to assess the organization's success in meeting its goals and in 2015 we plan to balance the black and white of our data analysis with the stories of the people we serve who breathe life into the work that we do. In 2014 we developed and rolled out our new data management system and we began gathering baseline assessments of the people we serve using The Boulder County Self-Sufficiency Matrix, the assessment Boulder County has recently customized, 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 in order to support 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?

2014 was an exciting year of change and growth for the ACL. In January we moved into a small, interim, office space on the OUR Center campus in Longmont. In January of 2015 we move into larger office space that is centrally located to serve all of Boulder County equitably. We are very grateful to our partners at OUR Center for allowing us to use their space all year. We re-organized ourselves as a team and created a new Program Director position which was filled by Jan Rasmussen. The team navigated these changes with grace and we are heading into the future stronger and more adaptable than ever.

In June the ACL launched the first Families in Action Retreat in collaboration with Arc of Colorado, Arc of Larimer County, Arc of Weld County, and arc Thrift Stores. We took thirty families up to the YMCA in Estes Park and while the parents spent time building relationships and learning from each other, the children were included in YMCA activities with support from an amazing group of staff and volunteers. The parents said they learned to turn struggle into adventure, how to come together and use their voice to change policy, and they left feeling clear, grounded, and no longer alone. The children made lasting friendships with each other and the group continues to meet regularly as a new project we call Walking Together which is based on what we have learned about whole family support from Caminando Juntos.

We intend to continue to evolve and adapt to the changing needs of our community. The reduction in waitlists for Medicaid waivers and the growing commitment to creating person centered systems is a sure sign that the ACL and other CO Arc's collective advocacy on the public policy level is working. 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 have a lot to do but we have the successes of the past and a dedication to our mission to drive us forward.

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. We serve a highly vulnerable population. Lack of affordable housing is the challenge that has the single most significant impact on all of our stakeholders from the people we serve to our employees. Lack of employment opportunities, for people with I/DD, and increasing demands on family caregivers both create ongoing challenges for our organization. Pacing our growth presents challenges and in recent years we have built in capacity for growth on an organization level.

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 ACL has a Board of Trustees with 13 volunteer members in 2015, one of which is a resident of Louisville.

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

The ACL has 12 staff members in 2015, for 8.5 FTE and 1 staff member is a Louisville 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.

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.

As an affiliated Chapter of the Arc we collaborate extensively with other Arc Chapters in CO, The Arc of CO, and The Arc of the United States. Organizational collaboration extends to several other groups in the state including the Legal Center for Older People and People with Disabilities, the Independent Living Centers, and the Colorado Cross Disability Coalition. We also work closely with state agencies including the State Division for Intellectual and Developmental Disabilities (DIDD) and the Department of Health Care Policy and Financing (HCPF). Providing support to people with I/DD often requires intensive multidisciplinary teamwork. This has led to strong ties between ACL and other basic need provider organizations such as Imagine!, Boulder Valley School District, St. Vrain Valley School District, The Autism Society of Boulder County, Community Clinics, adult system service providers, Senior Services, Our Center, Sister Carmen, Adult and Child Protective Services, law enforcement and the Justice system. We increase capacity in the system by being a training entity for agencies to better understand how to work with people with I/DD so that our clients need for advocacy to access services is reduced. The

collaborations between the county's nonprofits are an intricate and strong web. Our collective impact is not only the numbers we serve but in the needs that would emerge if we ceased to exist.

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

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.

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
Boulder County Government	115,000	13%
City of Boulder	5000	.5%
City of Longmont	3000	.3%
Arc Thrift Store Distribution	639,818	73%
One Lafayette	1000	.1%
Membership	3000	.3
Community Foundation Serving Boulder County	5000	.5%
Longmont Community Foundation	1000	.1%
Broomfield Community Foundation	1000	.1%
Virginia Hill Foundation	15,000	2.0%
Rolander Family Foundation	5000	.5%
The Denver Foundation	20,000	2.0%
The Daniels Foundation	25,000	3%
Investment Income	37,695	4%
Misc. Revenue	5000	.5%

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

303-527-0008
Telephone Number

awonnacott@aclboulder.org
E-Mail Address

Signature



Lynn Wysolmierski
Board President

303-527-0888
Telephone Number

lwysolmierski@aclboulder.org
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.

ACL Board of Trustees 2015

Richard Alber
Boulder, CO
ralber@aclboulder.org
Term Exp. 12/31/2015
Board Secretary
Engineer-Retired

David Burnett
Lafayette, CO
dburnett@aclboulder.org
Term Exp. 12/31/15
Board Treasurer
Bank Officer-Wells Fargo

Robert Cope
Erie, CO
rcope@aclboulder.org
Term Exp. 12/31/2017
Marketer

Casey Mangan
Longmont, CO
cmangan@aclboulder.org
Term Exp. 12/31/15
Self-employed-Mary Kay

Dan McCarthy
Boulder, CO
dmccarthy@aclboulder.org
Term Exp. 12/31/2015
Organization Development-Special Olympics Inc.

Donald Meskiman
Boulder, CO
dmeskiman@aclboulder.org
Sharon Gerberg - HHP
Term Exp. 12/31/2015
Retired

Marianne Nick
Lafayette, CO
mnick@aclboulder.org
Term Exp. 12/31/2017
Director of Case Management-Retired

Tom Riley
Boulder, CO
triley@aclboulder.org
Term Exp. 12/31/2015
Director Day & Employment Services-Imagine!

Angie Roman Staiger
Broomfield, CO
astaiger@aclboulder.org
Term Exp. 12/31/2016
Board Vice-President
Caregiver

Peter Stewart
Louisville, CO
pstewart@aclboulder.org
Term Exp. 12/31/15
Architect-Stewart Architecture

Sara Taylor
Broomfield, CO
staylor@aclboulder.org
Term Exp. 12/31/2017
Caregiver

Jacqueline Wade
Boulder, CO
jwade@aclboulder.org
Term Exp. 12/31/2017
Policy Analyst, U.S. GAO

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



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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Boulder County RSVP Board, Inc. DBA Boulder County CareConnect
 Program Title or 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 Received for 2015 (if applicable) \$ 1,000

Grant Amount Requested for 2016 \$ 5,000

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?

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. 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 a faster rate than the rest of Colorado (Age Well, 2010, p 5). **The current projection is that more than 22% of Boulder County residents will be over the age of 60 by 2020 and many will require BCCC services to remain independent.**

BCCC provides services for nearly 2,500 participants with the goal of promoting self-sufficiency despite advancing age or ability. **An AARP survey found that more than a quarter of Americans 45 and older live alone.** According to the same survey, more than 8 in 10 adults over age 45 want to live roughly where they live now for "as long as possible." While seniors may not choose to remain in the same dwelling as they age, this does mean that they wish to remain within a given few miles and wish to maintain a state of self-sufficiency. **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 2012-2015 organizational goals include: 1) expand community outreach to more diverse populations; 2) complete technology upgrades for coordinating and tracking services; 3) increase number of participants, volunteers and volunteer hours; and 4) explore new opportunities for sources of revenue.

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, 2015.

- **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 56% of seniors in Boulder County consider their physical health to be a problem in their life. Medical Mobility

provided 3,902 escorted medical rides for 209 clients in 2014. 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.

Objectives 1: Provide 4,000 rides to 200 clients.

Objective 2: 75% of Medical Mobility participants will state that Medical Mobility services decrease their mental and physical stress.

- **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. BCAAA reports that 40% of Boulder County seniors need help maintaining their home. In 2014, Fix-It completed 2,972 jobs for 704 clients and household members. Included in this number are 124 YardBusters and 197 IceBusters clients and household members.

Objective 1: Complete 1,350 Fix-It jobs for 410 clients and household members.

Objective 2: Complete 450 hours of service for YardBusters clients and household members.

Objective 3: Complete snow removal services for 150 IceBusters clients and household members.

- **Carry-Out Caravan Goal: Provide access to nutrition through grocery shopping and delivery to seniors.** According to BCAAA, 34% of seniors in Boulder County feel they have trouble maintaining a healthy diet. In 2014, Carry-Out Caravan delivered 4,107 grocery orders to 238 clients and household members. With the average cost of grocery delivery being \$25 per order, BCCC saved these participants over \$102,000!

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

Objective 2: 75% of Carry-Out Caravan participants will state that using the program allows them to age in place.

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 2014, 660 RSVP volunteers contributed over 37,000 hours to our community serving at 49 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 1,000 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 500 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.

BCCC provides services for a vulnerable population throughout Boulder County, including Louisville. Vulnerability among seniors can include economic insecurity, social isolation, inadequate housing, inaccessible transportation, food insecurity, marginalized identities and other barriers to community and services. The City of Boulder stated that the Area Median Income in Boulder County is \$67,300 per year. **BCAAA reports that 59% of Boulder County seniors (age 55+) live on less than \$25,000 per year. More than 90% of enrolled BCCC Safety Net Service participants that provide income documentation live near or below the federal poverty level.** BCCC's volunteer-powered programs are provided at no financial obligation to clients to mitigate marginalization from critical services due to income restrictions. BCCC collects daily quantitative client data and evaluates this monthly to ensure programs are progressing appropriately toward annual goals. In 2014, 64% of clients served in Louisville were female; 61% of Louisville clients had a self-reported disability or mobility issues; and 100% of Louisville clients that reported income were classified in the Boulder County Area Median Income as extremely low income to low income.

- 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. 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 2014 include:

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

Being a volunteer-powered organization, the area that needs the most focus is volunteer awareness, acquisition and retention since there were many requests in 2014 that could not be fulfilled. Since the services that BCCC provides rely solely on the strength of the volunteers to execute the service operations, it is the intent of BCCC to bolster the efforts of the Volunteer Manager by creating a part-time Program Assistant position that would alleviate many of the administrative duties of the Volunteer Manager, allowing the Manager more time for community events resulting in visibility to recruit new volunteers as well as strategic programming to retain existing volunteers.

**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. While none are residents of Louisville, ten 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; 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 2014, 1,130 volunteers invested over 44,000 hours of service to serve their community. Their service is equivalent to donating \$1,004,000 to Boulder County! 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 and Volunteer 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.
Carry-Out Caravan Manager Giulia Pecone Start Date November 2014	MSW. Over 6 years experience in nonprofits. Assisted in launching a 501c3 organization in graduate school. Strong communication and organizational skills.
Fix-It Manager Jared Fehr Start Date March 2015	BS. Over 4 years of nonprofit management, training and supervision experience with additional experience landscaping and managing volunteers.
Medical Mobility Manager Regis Lindsay Start Date February 2014	BS. Over 35 years supervisor experience. Strong background in customer service and emergency procedures.
Volunteer Manager Carol Thompson Start Date February 2014	BA. Over 30 years non-profit management, training, community outreach and volunteer recruitment experience.

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. A community-based tool share program, the ReSource Tool Library, hosts a centralized inventory of tools that Fix-It volunteers use for minor home repairs. 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 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	\$350,000	39.68%
State and Local Government	\$206,000	23.36%
Private Contributions	\$150,000	17.01%
Federal Funding	\$83,964	9.52%
Corporate Contributions	\$50,000	5.67%
VIA Mobility	\$42,000	4.76%

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

Signature

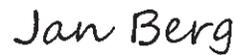


Jim Rianoshek
Agency Director

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

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Boulder County CareConnect Board of Directors 2015

*100% of Board Members contribute financially

NAME/DUTIES	OCCUPATION/ YRS SERVED	ADDRESS/PHONE/EMAIL	AFFILIATIONS/SKILL SETS
JAN BERG Chair Term date: 2013-2015	Freelance Marketing & Events Consultant On board since 2011	4261 Piedra Place Boulder, CO 80301 303-503-9288 jan.berg@comcast.net	Special events, business development, corporate relations
BROOKE BRESTEL Vice Chair & Secretary Term date: 2014-2017	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 Treasurer Term date: 2014-2017	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 date: 2013-2015	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 date: 2014-2017	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
ELLIOT FORSYTH Term date 2015-2018	Wells Fargo Advisors Kelley & Forsyth Financial Consulting Group On board since 2015	1155 Canyon Boulevard, Suite 200 Boulder, CO 80302 303-441-0610 elliott.forsyth@wfadvisos.com	Financial Advisor
JOHN GREENWOOD Term date: 2014-2016	Greenwood & Myers Mortuary Funeral Director On board since 2014	7360 Windsor Dr. Boulder, CO 80301 303-974-0772 john@gmfuneral.com	Marketing, public relations, business
MARTHA MESHAK Term date: 2012-2015 *on medical leave	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
SUSAN H. MORATELLI Term date: 2012-2015	Banking On board since 2008	Boulder, CO 303-981-8215 shmoratelli@gmail.com	Community business and personal banking, finance, business relations and wealth management
SHEILA POWELL Term date: 2013-2015	SPRING Partner/Client Account Director On board since 2009	2002 South Fork Road Lafayette, CO 80026 720-220-5981 sheilaincolorado@gmail.com	Sales, marketing and communications
MARK SPIEGEL Term date: 2015-2018	Facility and Construction Manager	P.O. Box 420 Boulder, CO 80306 303-494-5595 markspiegel44@comcast.net	Construction, building and ADA accessibility

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 12, 2015

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

Re: City of Louisville – Grant Application for Non-Profit Organizations

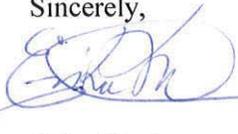
Dear Mr. Watson;

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 40 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.

Maintaining access to quality legal services for indigent clients in a time of increased competition for funding and serious government budget cuts is a major concern for BCLS. A focus on maximizing our limited resources in order to serve the growing and resource-intensive case load, and consistent efforts to attract private attorneys to participate in *pro bono* efforts has kept our office successful through economic hard times and other challenges.. 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. Please let me know if I can answer any questions you may have.

Sincerely,



Erika Martinez
BCLS Pro Bono Coordinator



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 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 hard copy of the application and all required attachments must be submitted to:

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

Applications are due on or before 5:00 p.m., Friday, August 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures. (Page 9.)
- Financial statement for most recently completed fiscal year. (Page 10)
- List of Board of Directors and key officers or active volunteers. (Page 11)
- Copy of agency's 501(c)(3) tax ruling from IRS. (Pages 12, 13)

Organization Boulder County Legal Services
 Program Title or General Operating Civil legal services for low-income residents of Louisville
 Contact Person Erika Martinez Title Pro Bono Coordinator
 Address 315 W. South Boulder Rd. Suite 205, Louisville, CO 80027
 Telephone 303-449-7575 direct: 303-449-2197 E-Mail emartinez@colegalserv.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin _____ End _____

Grant Amount Received for 2015 (if applicable) \$ 600

Grant Amount Requested for 2016 \$ 1,000

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?

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 to 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, Food Stamps, 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 40 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 2014 were seniors – those 60 and older. Thirty-one percent (31%) of City of Louisville BCLS clients were seniors. Nearly 10% of clients do

not speak English, with 7% of those being monolingual Spanish speakers. In 2014, BCLS served 48 City of Louisville residents. These numbers were slightly below the expected total of 50 new clients anticipated. However, BCLS experienced an overall slight decrease in new client intake during 2014, in part due to technical issues affecting our telephone system during the last quarter of the year. These technical issues have now been addressed and client intake has returned to normal volume. By the mid-year point in 2015, BCLS is on target for serving 50 or more new City of Louisville clients and 12 or more clients with ongoing cases from the year before.

2014 Case type statistics were as follows:

	Total Client Statistics	Louisville Statistics
Family law (divorce, custody, protection orders)	42%	44%
Consumer matters (collections, garnishment, bankruptcy)	19%	15%
Housing (public housing and private landlord/tenant, foreclosure)	22%	15%
Public Benefits	7%	10%
Health (Medicare, Medicaid, Home Health Care)	4%	8%
Other (Wills/POA's for seniors or the terminally ill, other individual rights)	6%	8%

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 50 new City of Louisville residents in 2016 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 2014, 91% of clients reported they received enough advice to understand their legal rights and options.

Of the clients who completed the 2014 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 large volunteer contingent to annually provide intake for 750 - 800 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 2014 these volunteers contributed an in-kind value of \$1,038,600. This remarkable volunteer support allows BCLS to leverage our budget by 300%. Without this support, BCLS would be forced to greatly reduce services.

Challenges faced by BCLS have resulted from technical issues which caused interruptions in phone service during the first two months of 2015. Those issues have now been addressed. Modest turnover in staffing of the BCLS secretary/receptionist position impacted the BCLS office's efficiency over the last six months of 2014 and during early 2015. We addressed this by hiring a temporary secretary, and a new permanent hire started June 29, 2015.

While the need for our services remains strong, Colorado Legal Services (CLS) continues to face challenges in meeting current and future needs. The statewide CLS program faces the prospect of a 20% reduction in federal funding in 2016 if the proposed government funding cuts for Legal services Corporation (LSC) take effect. 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 Louisville 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, 10 volunteer paralegals, up to 4 in-house pro bono attorneys, and 2 law student interns. In 2014, Volunteers donated 5,875 hours for an in-kind value of \$1,038,600.

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

Managing attorney Joel R. Hayes, Jr. 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 emergency 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. However, over the last five years, even as the numbers eligible for services has grown, funding cuts have continued to impact CLS. Funding for CLS from Legal Services Corporation (LSC) remains uncertain as the outcomes of proposed funding cuts in Washington may mean significant losses – up to 20% - for legal aid funding. The importance of a local legal aid office to serve those in need of legal services critical to their basic needs of maintaining shelter, food, and safety cannot be underestimated. BCLS will only be sheltered from the full impact of funding losses with strong support from local funders.

BCLS has felt fortunate, over the past eight years, to be part of the Louisville community. We appreciate the opportunity to be considered for funding as support from the City of Louisville is important in leveraging funding from other local sources.

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

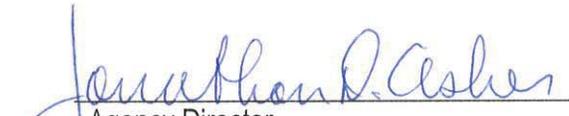
Please list all funding sources anticipated for the 2016 calendar year for the entire program/agency.

Source of Funding	Estimated/Requested Funding Amount	Percent of Total
Colorado Legal Services	\$147,659	44.2%
Boulder County	\$55,000	16.4%
City of Boulder	\$37,000	11.1%
Boulder County Area Agency on Aging	\$45,000	13.5%
City of Louisville	\$1,000	0.3%
City of Lafayette	\$1,800	.5%
VALE	\$10,000	3%
City of Longmont	\$20,000	6%
COLTAF	\$4,000	1.2%
Boulder County Bar Association	\$5,000	1.5%
Boulder Bar Foundation	\$3,500	1%
Foothills United Way	\$961	0.3%
Donations	\$3,500	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

303-866-9399
 Telephone Number

720-273-2565
 Telephone Number

jasher@colegalserv.org
 E-Mail Address

morelenes@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.

Colorado Legal Services Board of Directors - 2015

Sharon Cochran
Aurora, Colorado
Attorney, Sam Cary Bar
Association

Pete Cordova
Salida, Colorado
Attorney, Colorado Bar
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Jerome DeHerrera
Denver Public Schools
Denver, Colorado
Attorney, Colorado Bar
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John P. Frey
Frey Plock & Root, LLC
Fort Collins, Colorado
Attorney, Colorado Bar
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Larry Gaddis
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Colorado Springs, Colorado
Attorney, Colorado Bar
Association

Paula Greisen
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Dorothy Hensley
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Boulder County Agency on
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Western Slope Center for
Children

Kenzo Kawanabe
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Denver, Colorado
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La Puente

Ellen Kucera
Salida, Colorado
Client Eligible Board Member
The Alliance Against
Domestic Abuse

John Livingston, Jr.
Magistrate, retired
Denver, Colorado
Attorney, Colorado Bar
Association

Kim Lord
Packard and Dierking, LLC
Boulder, Colorado
Attorney, Colorado Bar
Association

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

**Harry Barton (Bart)
Mendenhall, II**
Mendenhall & Malouff
Rocky Ford, Colorado
Attorney, Colorado Bar
Association

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

Meredith Munro
King & Greisen, LLP
Denver, Colorado
Attorney, Colorado Bar Association

MacKenzie O'Shea
Greeley, Colorado
Client Eligible Board Member
Project WISE

Bruce Sattler
Faegre & Benson, retired
Denver, Colorado
Attorney, Colorado Bar Association

Tina Smith
Denver, Colorado
Client Eligible Board Member
AFDC Coalition

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

Alan C. Stine
Aurora Municipal Court
Aurora, Colorado
Attorney, Colorado Bar Association

Kara Veitch
Denver, Colorado
Attorney, Colorado Women's Bar
Association

Daniel A. Vigil
University of Denver College of Law
Denver, Colorado
Attorney, Colorado Hispanic Bar
Association

Officers:

Chair:	Tina Smith
Vice Chair:	John Frey
Secretary:	MacKenzie O'Shea
Treasurer:	Larry Gaddis

4/29/15



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 2015 (if applicable): \$4,000

Grant Amount Requested for 2016: \$5,000

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 Level (FPL), 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 2009-2013 American Community Survey 5-Year Estimates indicate that 2,727 of Louisville’s 18,698 residents (14.6%) live below 200% FPL.

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 give 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 2014 had the following characteristics:

Insurance

Medicaid	62%
Uninsured	24%
Medicare	8%
Private Insurance	4%
CHP+	2%

Race/Ethnicity

Hispanic or Latino	40%
Caucasian	40%
Asian	7%
More Than One Race	3%
Black/African American	2%
American Indian/Alaska Native	1%
Other Pacific Islander	1%
Unreported/Refused To Report	6%

Gender

Female	60%
Male	40%

Age

5 or Younger	12%
6 to 11	10%
12 to 17	13%
18 to 34	21%
35 to 64	34%
65 or older	10%

Qualitative Measures

Program success would principally be determined by how many Louisville residents use Clinica as their medical home in 2016. 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, 2014 through July 31, 2015, we delivered services to 921 Louisville residents. Of the 21 three-year old city residents that we cared for, nineteen were fully immunized according to U.S. Department of Health and Human Services standards. Six Louisville women who received prenatal care at Clinica during this time period delivered babies, all of whom were born at a healthy birthweight of over 2500 grams. Ninety-six city residents received chronic care treatment for diabetes and 112 received chronic care treatment for hypertension. Ninety-seven 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 sixteen 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 458 individuals, four of whom are Louisville residents. The total full-time equivalent is 417.97.

• 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 physicians in the creation of the Integrated Physician Network (iPN). The iPN’s purpose is 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 \$750,000 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.

SOURCES OF FUNDING

Source of Funding	Funding Amount	% of Total
Patient Service Revenue	\$24,493,971	54.9%
Pharmacy Revenue	\$1,305,401	2.9%
ACO Revenue	\$3,063,623	6.9%
Capitated Revenue	\$129,318	0.3%
Grant Revenue	\$11,880,856	26.6%
Contributions	\$2,728,000	6.1%
Program and Other Revenue	\$1,005,361	2.3%

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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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. 2015
Treasurer: Ben Goldstein Golden, CO	Local Government	March 2014	March 2016
Secretary: Elizabeth Shaffer (<i>consumer</i>) Longmont, CO	Home Healthcare Provider	Oct. 2009	Oct. 2015
Damon Brown Denver, CO	Public School Official	May 2013	May 2017
Inez Buggs, NP Longmont, CO	Retired	Oct. 2009	Oct. 2015
Yulia Hernandez (<i>consumer</i>) Denver, CO	Restaurant Industry	Oct. 2009	Oct. 2015
Maryann Keller Thornton, CO	Social Services	Aug. 1998	Aug. 2016
Lois LaCroix Boulder, CO	Small business owner	July 2007	July 2017
Cherlyn Marriott (<i>consumer</i>) Boulder, CO	Eldercare	Sep. 2011	Sep. 2015
Mandy M. Rigg Lafayette, CO	Grant Writing Consultant	Feb. 2001	Feb. 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	Presbyterian Church of Broomfield	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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Coal Creek Meals on Wheels

Program Title or General Operating (Fiscal year Jan-Dec)

Contact Person Lesley Jackson Title Executive Director

Address 1255 Centaur Village Dr. Lafayette, CO 80026

Telephone 303-665-0566 E-Mail director@coalcreekmow.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin N/A End N/A

Grant Amount Received for 2015 (if applicable) \$ 2,000

Grant Amount Requested for 2016 \$ 3,000

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?

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.

Our main programs consist of:

1) We offer delivery of hot, nutritious, noon-time meals five days a week to clients in need. Menus are created by our staff who are conscious of the many health issues, dietary needs, and restrictions faced by the population we serve. Clients receive their meal in a heat-sealed container that has compartments for a main course, two hot vegetables and a starch prepared fresh each day. Our clients also receive a salad, and a baked dessert and/or fruit in a separate paper sack. Coal Creek Meals on Wheels occasionally provides extra food items, such as special desserts for the holidays, freshly baked bread and supplemental seasonal produce.

2) Daily interaction between clients and volunteers simultaneously decreases the social isolation of our clients and creates 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.

3) 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. We train our volunteers to observe the needs of our clients and we maintain a close collaboration with local nonprofit and government agencies to assure the needs are addressed.

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.

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

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 the first 8 months of this year we served 54 Louisville clients with 3790 meals. Three of those clients receive their meals totally without cost due to their extreme low income. 429 meals were served to Louisville clients through Project Hope, a Boulder County program for low income, at risk seniors. Of the 54 clients, 50% are aged over 80, and 75% are female.

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. Client ethnicities are as follows: 89% Caucasian, 9% Hispanic/Latino, and 2% "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 2015 survey, collected in June, 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
100% Meal price is good

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?**

Coal Creek Meals on Wheels has served 235 unduplicated clients, totaling 19,240 meals in 2014. In 2015, we

have served 215 clients to date, and 14,000 meals. The **average daily number of meals** served in July was **85**. Cumulatively, so far this year we have delivered 1,678 (about 16%) more meals than at this time in 2014.

Each year provides many new opportunities to learn across the board both internally and externally for our organization. It is our greatest desire as we grow to become more efficient and streamlined and as result bring even greater satisfaction to our clients, volunteers, and staff. We are seeing a lot of changing dynamics in the clients we serve. We are no longer an organization JUST serving homebound seniors. Our services have expanded to serving low-income mature adults with disabilities that affect their mobility as well as low-income single parents who are in need of a warm, nutritious meal for their families. We recognize that this shift in dynamics calls us to expand our partnerships and resources so that we can help serve our clients on all levels.

As food is the center of our mission we have learned the value of a resourceful and sound kitchen staff. Despite changes in staffing early in the year we now have a solid crew of 3 part time employees in the kitchen in addition to our small, but mighty executive and administrative staff and reliable volunteer crew. Lastly, our board continues to grow. We have learned the value of recruiting members with diverse backgrounds and professional experiences so we are guided by unique perspectives to form a solid vision. As 2015 nears its end we will be able to relish another year of solid growth with the promise of more to come.

5. Leadership:

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

10 total; 1 from Louisville: Tim Merkel of Big Compass LLC.

- **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 6 part time employees, and 2 part time contract employees. This equates to just over 4 full time employees. No employees 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 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.

Our delivery drivers also perform daily wellbeing checks for clients. Thus helping contribute to our knowledge of clients such that our administrators can make appropriate referrals to other resources. We have developed a training program for our volunteers to focus on potential needs and/or concerns that need to be addressed. In addition, we have implemented policies to follow through when our volunteers spotlight such issues.

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

All of our staff, board, and volunteers discussed above administer various parts of our overall programs. Lesley Jackson, our Executive Director, oversees all of 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 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 Aging Services, Community Food Share, Boulder County CareConnect, and other Meals on Wheels programs in the Denver Metro area to offer referrals. 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.

We are so inspired by the opportunity to feed more community members. As a result of this continued increase in need, CCMOW is planning to relocate to a bigger facility, Josephine Commons, in October, where we will have a larger capacity and a much more modern kitchen. Additionally, we will have the opportunity to serve daily, congregate meals in the on-site dining room to resident seniors as well as drop-in guests. This will greatly increase our need for additional funding while also creating a community space for more engagement and collaboration. There will also be designated office for our staff. This larger operational space will easily allow for more meals to be served, more volunteer opportunities for fellow community members, and more support from the cities, such as yours, in which we operate.

We are making specific efforts to build more substantial relationships with local area hospitals to truly have their buy-in on our Project Homecoming program, which offers five complimentary meals to individuals who are returning home after a recent stay in a medical facility. We feel that this would be a mutually beneficial effort as it increases the service they provide to their patients. It also introduces our services to new individuals who could benefit from remaining a client of our program throughout their recovery process. Additionally, each of our new clients receives a welcome letter that introduces our clients about the referrals we can do through organizations like CareConnect and Sister Carmen. We also send our clients a monthly newsletter which includes the monthly menu and highlights these referral services as well.

**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
Walmart Foundation	\$25,000	24%
Community Foundation of Boulder	\$2,000	1.9%
One Lafayette (City of Lafayette)	\$1,500	1.4%
Santa Cruz Community Foundation	\$5,000	4.8%
A.V. Hunter Trust	\$7,500	7.2%
Daniels Fund	\$10,000	9.6%
Burt Foundation	\$2,500	2.4%
Town of Superior	\$1,000	.96%
Boulder County Commissioners	\$15,000	14.4%
Anschutz Family Foundation	\$5,000	4.8%
Individual Donations	\$29,500	28.3%
TOTAL	\$104, 000	100%

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

Signature

Signature

Lesley Jackson

Agency Director

303-665-0566

Telephone Number

director@coalcreekmow.org

E-Mail Address

Jim Sible

Board President

206-713-0350

Telephone Number

jnsible@gmail.com

E-Mail Address

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Board of Directors - September 2015

Jim Sible, President
Retired: The Boeing Company
City of Residence: Erie
Term End Date: July 2018

Lynn Wooton, Vice President
American Cancer Society
City of Residence: Westminster
Term End Date: March 2017

Jenny Loyd, Secretary
Lawyer
City of Residence: Erie
Term End Date: 2020

Ken Zimmerman, Treasurer
Retired
City of Residence: Erie
Term End Date: June 2019

Marilyn Long, Board Member
Retired
City of Residence: Lafayette
Term End: 2020

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

Laura Kuykendall: Board Member
SVP Marketing, Boulder Brands
City of Residence: Louisville
Term End Date: June 2021

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

Vivian Langton, Advisory Board Member
Homemaker/Philanthropist
City of Residence: Broomfield
Term End Date: October 2018



GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS

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Louisville, CO 80027

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Required Attachments:

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- Financial statements 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.

Organization	<u>Community After Prom Parent Association (CAPP)</u>		
Program Title or	<u>General Operating</u>		
Contact Person	<u>Sharon Reese</u>	Title	<u>President</u>
Address	<u>765 Pinehurst Ct, Louisville, CO 80027</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 Received for 2015 (if applicable)	\$	<u>N/A</u>	
Grant Amount Requested for 2016	\$	<u>\$1,000.00</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 students in our community a safe and fun place to go after their school prom dance. The event is called the MoHi After Prom. 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 age 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 in order to provide food, decorations, prizes and entertainment for the kids. 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 Monarch High School Juniors and Seniors and their dates.

 - Qualitative measures: How will you measure the success of this program/activity? Success is measured by student attendance at the event.

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 was the first year that Centaurus and Monarch High Schools hosted separate After Prom Events. Intensive outreach to students and the community resulted in a 20% increase of attendance by Monarch High School students as compared to the previous year. With continued outreach, we plan for even more student involvement this year.

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 in a volunteer capacity, 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 are volunteers.

- 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 event is entirely staffed by volunteers. 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 that provides an 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 our community. The City of Superior has graciously donated \$1,000.00 per year for several years and we are hopeful that the City of Louisville will realize the significance of the event and support what we do for the kids in our community.

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
City of Superior	1,000.00	3.8
City of Louisville	1,000.00	3.8
Louisville/Superior Business Community	10,700.00	40.5
Parent Donations	10,000.00	37.9
Student Ticket Sales	3,700.00	14.0

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

Signature

Signature

Agency Director

DocuSigned by:
Sharon Reese
46BEECFB8D834AB...
DUAR President

Telephone Number

303-995-8060

Telephone Number

E-Mail Address

sharon.reese3@gmail.com

E-Mail Address

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CAPPA Board of Directors

Overall Co-Chair /President Karen McCrudden KarenMcCrudden@yahoo.com 303-903-3111

Overall Co-Chair/President Sharon Reese sharon.reese3@gmail.com 303-995-8060

Treasurer Co-Chair Karen McCrudden KarenMcCrudden@yahoo.com 303-903-3111

Treasurer Co-Chair Janet Johnson janetjonesjohnson@hotmail.com

Secretary Co-Chair Joli Lofstedt jolilofstedt@comcast.net 303-604-2964

CAPPA Active Volunteers

Amy Miller

Ann Dixon

Nanette Zeile

Kathi Oke

Denise Bruder

Maria Scroggs

Cory Nickerson

Renee Enroth

John Wagner

Gudrun Emrich

Kristen Swenerton

Sally Glass

Hilary Heath

Lynne Pinto

Sally Oliver

Nicki Van Oort

Susan Mautz

Organization	Community Food Share
Program Title	Food Procurement and Distribution
Contact Person	Terry Tedeschi, Development Director
Address	650 S. Taylor Ave Louisville, CO 80027
Telephone	303.652.3663 x207
Email	ttedeschi@communityfoodshare.org
Nonprofit status	Yes
Program Duration	ongoing
Grant amount 2015	\$2,500
Grant amount requested 2016	\$2,500

1. Organization Background

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

Need for CFS Services:

In FY15, Community Food Share distributed 8.1 million meals (1 meal = 1 pound), valued at \$13.7 million. Food is distributed through a network of 43 Partner Agencies, who serve only low income individuals and families, and through Community Food Share’s own direct distribution programs for families and seniors living at up to 185% of the federal poverty line (\$44,862/year for a family of four).

In 2014 Community Food Share participated in Feeding America’s “Hunger Study 2014” which produced data at the national, state and county levels. Interviews were conducted with Community Food Share clients. Results included:

Annual Income

- \$10,001-\$20,000 41%

Age

- Combined 0-17 yrs 46%

Food Security Status

- Food insecure 76%

Frequency of Choosing Between Food and other Necessities

- Utilities 79%
- Mortgage/rent 75%
- Transportation 72%
- Medicine 61%

Strategies Used to Get Enough Food

- Purchased inexpensive, unhealthy food 79% (speaks to the ‘obesity dilemma’)
- Food eaten past expiration 70%

2. Program Description

Food Procurement

Food is procured from local, regional, and national sources. Approximately 5% is purchased wholesale to ensure a stock of staple items such as rice, beans, canned fruit and canned vegetable. We have a major focus on sourcing fresh produce, often too expensive for low income individuals to purchase on a regular basis.

Food Distribution

Partner Agencies

Approximately 70% of total distribution is through a “safety net” network of 43 Partner Agencies, including: food pantries, soup kitchens/meal programs, shelters, residential treatment homes and emergency food box programs. All food is distributed at no charge. Feeding America allows member food banks to charge agencies a handling fee of up to \$.19 per pound. In 2007 Community Food Share eliminated the fee, and is one of only 25 food banks to distribute food (and deliver it) at no cost to the agency.

Direct Distribution – targets vulnerable, at-risk populations

Feeding Families

Families with children on Free/Reduced lunch may come to the Community Food Share warehouse weekly to select food in a ‘grocery store’ setting. Families receive 80-100 pounds of food per visit, saving low income families \$140-\$170 each week.

Elder Share

Low income seniors receive food twice a month at congregate sites, such as senior centers. Those that are homebound receive delivery by Community Food Share volunteers.

Emergency Food Box Program

Anyone who comes to the warehouse in need of food receives an emergency food box of nonperishables, with fresh produce and dairy added. Individuals may receive an emergency food box once a quarter. Staff meet with each individual/family to assess their needs and refer them to an appropriate Partner Agency, if they are not eligible for Community Food Share’s direct distribution programs. This program actually started several years ago when City of Louisville police requested emergency food boxes to carry in their patrol cars, especially for seniors.

3. Program Measurements

Quantitative

Community Food Share tracks total pounds distributed, pounds distributed through Partner Agencies and Direct Distribution programs, percent of total food distributed by a Partner Agency received from Community Food Share and received from other sources, percent fresh produce, dairy, and protein distributed, demographic data, the number of heads of households and family members receiving food through direct distribution programs, and several other metrics. For the tenth consecutive year, Community Food Share has received Charity Navigator’s highest rating; only 1% of charities evaluated nationwide has received this distinction.

Service in Louisville

Partner Agencies and Programs in Louisville

Heritage House Ministries and Louisville Community Church food bank. Programs in Louisville: YMCA-Boulder Valley at Louisville Elementary and YMCA-Boulder Valley in Superior. In FY14, approximately 50,000 pounds of food was distributed through the two Partner Agencies. Heritage House received 64% of their food from Community Food Share; Louisville Community Church received 78% of their food from Community Food Share.

Direct Distribution in Louisville

Feeding Families	23 heads of households/100 family members; 27,900 pounds
Elder Share	7 individuals; 2,833 pounds
Emergency Food Box	16 heads of households/48 family members; 800 pounds

Qualitative

The success of the Food Procurement and Distribution program will be measured in pounds procured and distributed, the percent of fresh produce, dairy, and protein, the nutritional value and the number of individuals and families served, among other operational metrics. We continue to focus on procuring healthy foods. Our FY15 goal was for 50% of our distribution to be fresh produce, dairy and protein. In actuality it was 67% - 30% fresh produce and 37% dairy and protein. This is possible through local food

rescue, food purchasing, and generous donors like The WhiteWave Foods Company, which donates 3,200 gallons of Horizon Organic milk weekly.

In 2012 Community Food Share developed a Nutritional Policy Statement, which guides the Food Procurement Manager in sourcing nutritious food, e.g., large amounts of fresh produce, whole grain, low sodium and low sugar content. The WhiteWave Foods Company in Broomfield donates 3,200 gallons of frontline Horizon Organic milk weekly. Approximately 70% of food procured can be nutritionally rated, currently 80% is green (eat in abundance), 12% in yellow (eat in moderation), and 8% is red (eat sparingly). Food on the Feeding Families warehouse shopping floor has many items labeled green, yellow or red, giving the clients nutritional information in selecting food for their families.

4. Evaluation

As mentioned above, in FY15 Community Food Share distributed 8.1 million meals (1 meal = 1 pound), valued at \$13.7 million, the largest amount in our history. Two Mobile Pantries were piloted in FY15. Fresh produce, dairy and nonperishables are distributed from a Community Food Share refrigerated truck weekly. Our FY15 goal was for 50% of our distribution to be fresh produce, dairy and protein. In actuality it was 67% - 30% fresh produce and 37% dairy and protein.

In FY15 we piloted Mobile Pantries. Mobile pantries enable us to bring fresh, healthy food to where it is needed most. By partnering with other basic needs providers, we've brought mobile pantries to multiple sites, including summer meal programs that connect families to food and other vital resources.

In July 2015 we also piloted Mobile Pantries at three school summer meal programs for low income children and their families. We are in the process of constructing a 'clean/repack room' in which volunteers can repackage bulk product, such as rice, beans, cereal, etc. Bulk purchase significantly reduces food procurement costs.

5. Leadership

Board of Directors

The Community Food Share Board of Directors has 13 members. There are no Louisville residents at this time. A Board Chair, who lives in Louisville, just finished his service after 7 years.

Staff

Currently 29 staff members are employed; 28 FTE (two part time)

Volunteers

Volunteers are at the heart of Community Food Share; we could not open our doors without their time, talent and dedication. Approximately 2,500 people volunteer each year, 35,000 hours, 17 FTE. Volunteers serve as warehouse crew leaders, pull Partner Agency orders, drive and/or assist in deliveries to Partner Agencies, sort food, stock shelves and freezers/coolers, pick up food at grocery stores during community food drives and help out as receptionists at the front desk.

Administration of the Program

Administration of the Food Procurement and Distribution program is by Michelle Orge, Executive Director, and Neal McAlister, Operations Director.

6. Similar Services

While agency food pantries procure and 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. Food is procured from local, regional and national sources, as well as through a southwest food bank association. We operate out of a 68,000 sq.ft. warehouse and have a fleet of refrigerated trucks that are used to pick up food from local grocery stores and deliver product ordered online to Partner Agencies. Food coming from regional and national sources comes in semi-truck loads.

7. Additional Information

Needs Assessment Project

We recently started a needs assessment project to identify underserved areas in Boulder and Broomfield Counties. The end product will be a map that indicates where service providers are located in relation to areas of greatest need. From there we will, with our partners, work to address meal gaps. While Community Food Share is spearheading this initiative, we will be working with many partners in the community to collect data, analyze it and work together to improve service.

**BOARD OF DIRECTORS
2015-2016**

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President
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Boulder, CO

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Attorney
Packard Dierking
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Boulder, CO

Jeff Knobel
Treasurer
Ball Corporation
Broomfield, CO

Brian Harvey
Regional Vice President
Level 3
Broomfield, CO

COMMUNITY FOOD SHARE KEY PERSONNEL WITH QUALIFICATIONS

Executive Director
Michelle Orge

The CEO is responsible for strategic planning, budget development and oversight, personnel management, program development, and fund development.

Orge was the COO of Food Gathers Food Bank, in Ann Arbor, Michigan for 14 years. She recently joined Community Food Share in March 2015.

Operations Director
Neal McAlister

The Operations Director is responsible for oversight of the following: Food Procurement/Distribution programs, the warehouse, the volunteer program, and facilities management.

McAlister joined CFS in November 2014. Prior to that he was the Operations Director at the Harry Chapin food bank in Naples, Florida for 6 years. He also has over 25 years experience in the food distribution industry as Director of Operations.

Finance Director
Gerry Bristow

The Finance Manager is responsible for overall financial management and reporting, inventory control, payroll, human resources, including benefits management, and IT systems.

Before joining CFS, Bristow was the Finance Manager of Fluid Dynamics, Inc. *She has been with CFS since March 1999.*

Development Director
Terry Tedeschi

The Development Director is responsible for annual and capital revenue generation, including the development of corporate and major donors, foundation funding, annual fund development, public relations and marketing.

Prior to joining CFS, Tedeschi was Practice Administrator for six practices at Rocky Mountain Cancer Centers. *She has been with CFS since January 1999.*

Aug-15

Community Food Share		
Major Sources of Funding 2016		
8/7/15		
	Amount	
Source of Funding Solicited for FY16	Requested/To Be	Status
Boulder County	\$ 74,160	Award approved
Walmart State Fdn	\$ 50,000	to be submitted
Daniels Fund	\$ 35,000	to be submitted
City of Longmont	\$ 30,000	pending
Helen/Arthur Johnson Fdn	\$ 25,000	to be submitted
Qualcomm Fdn	\$ 20,000	to be submitted
City of Boulder	\$ 20,000	pending
Kemper Family Fdm	\$ 20,000	to be submitted
Broomfield County HHS	\$ 8,000	to be submitted
Faith Lutheran	\$ 5,000	to be submitted
Lynn/Helen Clark Fund	\$ 5,000	to be submitted
Collins Trust	\$ 5,000	to be submitted
Comm Fdn Boulder	\$ 4,000	Award approved
Longmont Comm Fdn	\$ 3,000	to be submitted
Northrop Grumman	\$ 1,000	to be submitted



dental aid

because everyone deserves dental health
www.dentalaid.org

July 30, 2015

City of Louisville
Kevin Watson
Director of Finance
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 uninsured, high-risk Louisville residents who choose Dental Aid as their dental home. In an effort to assure that needed oral health care is available, Dental Aid respectfully requests \$2,000 to continue to provide subsidized preventative and restorative oral health care and education for low-income and uninsured Louisville families who lack other options for care.

In 2014, Dental Aid provided comprehensive dental care for 8,107 individuals during more than 22,000 patient visits; 508 of these patients were from Louisville. 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.

This year we are particularly excited to be expanding our Louisville Clinic to include new pediatric dental rooms. This expansion will double our capacity and allow us to provide approximately 6,500 more pediatric visits per year. We will serve a total of 2,200 children yearly at the Louisville clinic. Construction is under way now and we plan to open the new rooms in early September.

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 if you have any questions about our funding request. Thank you for your consideration.

Sincerely,

Dennis Lewis, DDS
President/CEO

LOUISVILLE: 877 South Boulder Road, Louisville, Colorado 80027 • 303-665-8228
BOULDER: 4155 Darley Avenue, Suite C, Boulder, Colorado 80305 • 303-499-7072
LONGMONT: 1715 Princess Drive, Longmont, Colorado 80501 • 303-682-2619

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 the United States. 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 outreach programs, *Community Based Hygiene* and *Bright Smiles for Bright Futures*, 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.

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

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%.

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 dental treatment, comprehensive oral care and ongoing preventive oral health care and oral health education to low income and uninsured individuals in our service area, Boulder County, the City and County of Broomfield and other Front Range locations. We are the only organization in our area providing community based services including screenings, education, sealants and cleanings. Our fees are 50% of the area market rate. We also subsidize care to low income and uninsured clients so that all individuals can receive needed oral health care regardless of their financial position. *Community Based Hygiene* serves children, adolescents and adults in non-clinic settings such as preschools, schools, and community centers. A bilingual hygienist using portable equipment provides oral health education and preventive care. *Bright Smiles for Bright Futures* is a program pioneered by Dental Aid and designed to improve the oral health of current and future generations by providing oral health care, education, and case management to pregnant women. *Adult Assured Access* provides outreach, oral health education, and comprehensive subsidized dental care for uninsured at-risk adult residents of our community in a welcoming and culturally sensitive environment. *Marcie's Fund for Uninsured Children* provides subsidized oral health care and education for children and youth (0 to 20) who are ineligible for Medicaid or Child Health Plan Plus (CHP+) at the time of service.

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. We are seeking funding to provide preventive (exams, x-rays, and cleanings) and restorative (root canals, crowns, fillings, and dentures). We also provide comprehensive oral health education. Our community based hygienist provides preventive services and temporary restorations in community settings.

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 375,470, 13% of whom are low income and 13% of whom are Latino. We seek to serve low income and uninsured populations of all ages that have difficulty accessing oral care with an emphasis on high risk populations including children, pregnant women, those living with

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

HIV/AIDS and those with heart disease or diabetes. In 2013 nearly 25% of Boulder County children were below 200% of the FPL. The poverty rate for Latino children in Boulder County is 42%. While Boulder County has many dentists, only 18% of those dentists accept Medicaid. The number of Medicaid enrollees is growing; as of May 31, 2015, 49,090 Boulder County residents were enrolled in Medicaid. In 2014 Dental Aid served 5,101 Medicaid clients.

In 2014 we served 508 Louisville residents, 213 of whom were children, 22% were Hispanic, and 60% of whom were extremely low income, very low income or low income according to the federal poverty guidelines. To date in 2015 we have served 471 Louisville residents, half of whom were children and 25% of whom were Hispanic. Nearly all of Dental Aid patients are at or below 100% of the federal poverty level.

- 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, patient database, chart audits, the Oral Health Care Pictorial Behavior Change Assessment form, and specific program data. We have established an Outcome Assessment Plan with short-term, intermediate, and long-term outcomes including indicators used to measure outcomes. Chart audits are conducted twice a year and usually include 100 charts.

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 2014, Dental Aid provided in-clinic care to 8,107 individuals and an additional 2,060 individuals received the services of the community based hygienist in non-clinic settings. Of these, 2,983 were served in our Louisville Clinic and over 500 were residents of Louisville. In 2014, 307 pregnant women and their children received services from the *Bright Smiles for Bright Futures* outreach program. Also, in 2014, *Adult Assured Access* program subsidized care for 715 clients and 382 children received subsidies for care from *Marcie's Fund for Uninsured Children*. Below are the evaluation results from our 2014 chart audits.

- 63% of adults completed treatment plans within 9 months of initiating care; 75% of adults showed improved oral health indicating a positive behavioral change;
- 85% of children completed treatment plans within 6 months of initiating care; 87% of children showed improved oral soft tissue and an absence of hard tissue disease;
- Children who were Dental Aid patients for 3 years had 23% fewer decaying, missing, or filled teeth than new patients; and
- 80% of pregnant women in *Bright Smiles* completed periodontal treatment prior to delivery, and were free of gum disease; 79% of women demonstrated positive changes in their own oral health.

5. **Leadership:**

- How many people serve on your Board of Directors and how many of these are Louisville residents? We have nine members on our Board of Directors. None of our current Board

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

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 45 employees; our FTE is 36.7 employees. Four 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. Yes, Dental Aid has a number of professionals who provide volunteer services or reduced fee services to our clients. During 2014, volunteers assisted at various projects throughout the year. On *Give Kids a Smile Day*, dentists, hygienists and other staff donated many hours of their time. We also have clerical volunteers who provide 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. In 2014 Dental Aid had a total of 18 volunteers who worked 856 hours.

With the additional of the new pediatric dental rooms, we will be expanding the number of volunteers. To staff our new rooms we will work with the University of Colorado School Of Dental Medicine by providing a site for their Advanced Clinical Training and Service (ACTS) Program. In ACTS dental students spend their final year practicing in clinics to gain experience and become familiar with and sensitized to health disparities and the needs of culturally diverse populations. Dental Aid dentists will mentor and supervise the dental students. In addition, we will double the number of undergraduate University of Colorado pre-dental students who volunteer with us

- Who will be responsible for the administration of the program or service? Dental Aid's Chief Executive Officer and Chief Financial Officer work together to oversee the overall operations. Our Operations Manager 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 or uninsured resident.

We collaborate with many local agencies. Our partners include the Clinica Family Health Services, Salud Family Health Centers, the Family Learning Center, Boulder County Housing and Human Services, Safehouse Progressive Alliance for Nonviolence, The Inn Between, Casa de la Esperanza, and Imagine!. We provide community based hygiene services at Boulder County Public Health (WIC and Genesis programs), Boulder County and St. Vrain Valley Head Start, Sister Carmen Community Center and the PASO program (which helps low income Latina caregivers provide high quality child care). We have a Memorandum of Understanding (MOU) with the Boulder Valley School District to provide preventive oral health care in schools settings, an MOU with YMCA in Longmont to provide community based services and a Business

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

Associates Agreement (BAA) with Mental Health Partners to provide services at their Wellness Center.

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

We are also currently expanding the capacity of our Louisville Dental Clinic by converting old administrative offices into pediatric dental rooms. This remodeling will double our capacity to serve young children. In 2014 we served 1,108 young children (0-9) 843 youth (10-19) and 803 adults at our Louisville Clinic. The new dental rooms will allow us to provide approximately 6500 more pediatric dental visits per year, serving a total of 2,200 children in the Louisville clinic.

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 are experiencing an increase in the number of adult patient visits and due to low Medicaid reimbursement rates, 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 this increased demand. The *Community Based Hygiene 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 are also diversifying our payer mix, working to increase efficiencies in the operation of our clinics (e.g. better scheduling, reducing our no-show rate), and have done restructuring to reduce our management and development expenses.

**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
Local Government Grants (Boulder County, City of Boulder, City and County of Broomfield, City of Longmont, City of Louisville, City of Lafayette)	\$341,000	9.3%
Foundation Funding	\$331,000	9.0%
Business Funding	\$21,000	0.6%
Individual Contributions	\$40,225	1.1%
Fees/Earned Income	\$2,897,497	78.7%
In-Kind Contributions	\$38,926	1.1%
Misc. Income	\$12,000	0.3%

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
Telephone Number

dlewis@dentalaid.org
E-Mail Address

Signature



Eric Hoelter
Board President

303-673-0444
Telephone Number

Eric.hoelter@thrivent.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, Inc
Board of Directors 2015**

Name and Title	Work Information	Home Information	E-Mail
Chair Eric Hoelter	Thrivent Financial for Lutherans 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	eric.hoelter@thrivent.com
Vice Chair Randy Niendorff	Retired Communications Specialist	1225 Sparta Drive Lafayette, CO 80026 (303) 665-0299	niendorff@msn.com
Treasurer Brian Nuttall, CPA J.D.	Kingsbery Baris Vogel Nuttall CPAs and Advisors 1401 Pearl Street Mall, Suite 300 Boulder, CO 80302-5319 (303)444-2240	705 E. Heartstrong Street Superior, CO 80027	bcn@kingsberycpas.com
Lisa Chrisman	Director, Human Relations City of Westminster 4800 W. 92 nd Ave. Westminster, CO 303-658-2150	14854 Falcon Dr. Broomfield, CO 80023 (303) 818-4870	lakchrisman@msn.com
Katie Harberg	City of Westminster 4800 W 92 nd Ave. Westminster, CO 80031 (303) 658-2005	2875 Juilliard Street Boulder, CO 80305 (303) 494-9632	harbergk@gmail.com
Don Horton	Retired public health worker	7465 E. County Line Rd. Longmont, CO 80504-8430	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	tkarnavy@gmail.com
Lenny Sigwarth	Ed and Ruth Lehman YMCA 950 Lashley St. Longmont, Colorado 80504 (303)776-0370 Business Manager	1501 Dennison Circle Longmont, Colorado 80503	lsigwarth@longmontymca.org
Jaime Davila	Foothills Behavioral Health Partners 9101 Harlan St, Westminster, CO 80031	1526 Haystack Way Lafayette, Colorado 80026	Jljdavila@gmail.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, Chief Financial Officer & Chief Managing Officer

Carolyn J. Solseth, CPA, joined Dental Aid in January 2012. Carolyn 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. She is a member of the American Institute of CPA's and the Colorado Society of CPA's.

Chad Welch DDS, V.P. of Clinics

Dr. Welch received his dental degree from the University of Iowa. Dr. Welch began his dental career in the dental safety net system with Plan De Salud Del Valle in Frederick Colorado after graduation. Dr. Welch then established a successful private practice in Denver. He brought this vast experience to Dental Aid in the spring of 2013. Dr. Welch supervises all of the dentists working at Dental Aid. Dr. Welch maintains a faculty appointment at the University of Colorado School of Oral Medicine. His faculty appointment will allow him to host students from Colorado's School of Oral Medicine in Dental Aid clinics.

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.

Jose Mena DMD, 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

Dental Aid, Inc.
Key Staff

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.

Susan Kasper, D.M.D., Lead Dentist Louisville

Dr. Kasper joined Dental Aid in November 2009 after completing a General Practice Residency at University of Colorado Health Science Center. She graduated from dental school in 2008 from University of Pennsylvania School of Dental Medicine in Philadelphia, PA. Dr. Kasper is the lead general dentist in our Louisville clinic.

Additional Key Staff:

Elva Quintana, Community Outreach Coordinator

Elva began her career at Dental Aid as the *Bright Smiles For Bright Futures* Case Manager and served in the capacity for four years. She is bilingual and bicultural and connects well with the clientele. For the past year Elva has overseen Dental Aid's outreach efforts and in that capacity supervises the *Bright Smiles for Bright Futures* program.

Nancy (Nacy) Hernandez, Case Manager for Bright Smiles for Bright Futures

Nacy has been with Dental Aid for six years. She is bilingual and bicultural and began her career with Dental Aid as a receptionist. For the past year she has served as the Case Manager for *Bright Smiles for Bright Futures*. She enjoys working with the pregnant women and helping them to learn how to take care of the oral health of their children and themselves and schedule needed dental care.

Renee Hall, RDH., B.S.D.H. Community Based Hygiene

Since completing her dental hygiene education at University of Colorado School of Dentistry in 1990, Renee Hall has dedicated her professional life to working with underserved populations. For nearly 20 years she worked as a clinical hygienist at Salud Family Health Centers in Commerce City. During this time, Renee became passionate about children's oral health. Looking for a new opportunity, Renee joined Dental Aid in February 2012 to head up the community based dental hygiene program. Conversant in Spanish and fluent in English, Renee brings her vast experience and community-based connections to Dental Aid.

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.



Kevin Watson
Director of Finance
City of Louisville
749 Main Street
Louisville, CO 80027
Re: Grant Proposal

August 13, 2015

Dear Mr. Watson,

Flatirons Habitat for Humanity (FHFH) appreciates The City of Louisville for accepting our proposal in the amount of \$10,000 for support our affiliate. We hope you choose to invest in our organization. The City of Louisville's support is vital to our community. We hope that that you choose to continue to partner with FHFH and thank you in advance for considering funding.

According to the 2014 National Low Income Housing Coalition's *Out of Reach Study* a single parent would need 2.8 full time jobs earning minimum wage to afford a modest two-bedroom rental home in Boulder. 54% of Flatirons Habitat current homeowners are single parents. FHFH is the only organization providing homeownership opportunities to families with incomes between 25 – 60% of the AMI. Habitat homeowners will not pay more than 30% of their income on housing. FHFH partners with low-income families and transforms lives and communities by building and repairing simple, energy-efficient, affordable homes.

"Empowerment through stable housing is very important, critical to getting beyond survival and to a place of thriving", FHFH Homeowner. Habitat homeowners purchase their homes at cost with a zero interest mortgage managed by the affiliate. Through Habitat for Humanity's home ownership programs, we have seen as early as one year after moving into a Habitat home, significant improvements in: school attendance and grades; health issues reduced; families, especially children, become more socially confident, and neighborhoods strengthened.

In September of 2015 FHFH will begin building 4 homes in Boulder's Wonderland Creek, one of the homes will be a fully functional ADA (Americans with Disabilities Act) Home. Simultaneously we will be rebuilding 2 homes in Jamestown for low-income families who's homes were damaged by the 2013 floods. To date FHFH has built, rehabilitated or repaired 217 homes for 217 families locally and internationally.

We have served the community building on the philosophy that FHFH gives a hand up, not a hand out through partnership with low-income families. Each adult family member is required to build on their own home and contribute 225 hours of "sweat-equity". Together we can build a brighter, more sustainable future for our community.

If you have any questions about our agency and/or our programs or to schedule a site visit, please call Jenny Ray at 303.447.3787 ext: 224 or email jphillips@flatironshabitat.org. I look forward to hearing from you.

Sincerely,

Susan Lythgoe
Executive Director, Flatirons Habitat for Humanity



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 2016 and the affiliate plans to begin construction of the property in July 2017.

Grant Amount Received for 2015 (if applicable) \$10,000

Grant Amount Requested for 2016 \$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 2016 (July 1, 2015 – June 30, 2016) FHFH will provide

services to estimated 133+ 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.

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. As of July 2015 there are 116 affordable rental units in Louisville, none are available for rent. 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 built, rehabilitated or repaired 217 homes for 217 families locally and internationally. This number includes 75 new construction homes, 2 rehabilitated homes, 3 Critical Home Repair, 5 Critical Home Repair Flood Damage, 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 2016 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. Through mail, phone follow-up calls and in-person communication we received 33 responses out of the 64 that were distributed to homeowners, a **52% response rate** for our survey conducted in 2013. 96% of FHFH homeowners feel they had sufficient education to prepare them for homeownership. For a full survey results white paper please contact Jenny Ray – 303-447-3787 ext: 224. The affiliate will conduct another family survey in 2016. Another way we promote success of the program for the families is a required 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 one member that is a Louisville resident and another member who works at Gaiam, Inc. in Louisville. The other 110 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 13 staff members. None of the staff has a residence in Louisville. We have 10 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, EFFA, 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.

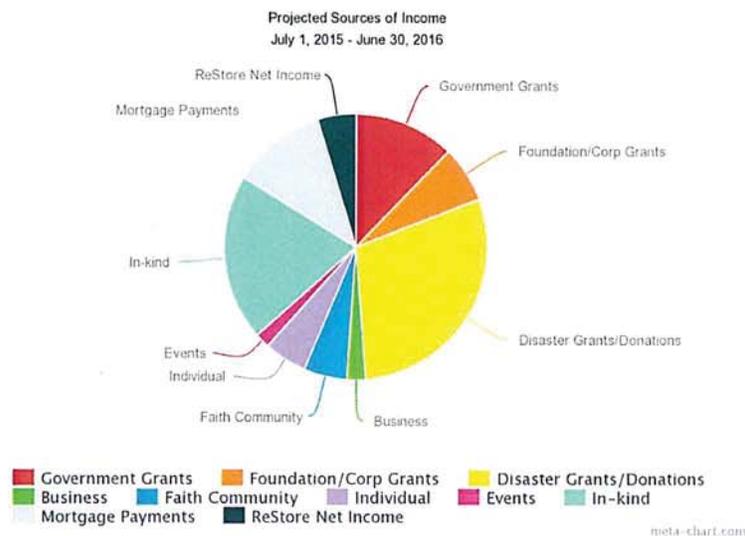
7. Please include any additional information that would be helpful to the Finance Committee in evaluating your agency's need for funding.

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

In March, 2012 Jeffrey Van Sambeek and Architect from Lodestone Design Group (303-819-4134) developed a site development that needs to be done on that property. According to Jeffrey much of the development expense for Louisville Commons is related to getting proper drainage to the site and then providing drives and parking for all of the units. FHFH will need to have a fairly significant amount of fill delivered to the site, and then grade that fill to direct all of the water out toward South Boulder Road. The road is actually higher than the property, so the runoff will be diverted to a storm drain running under the street to a drainage on the north side of the road. All of that civil work is expensive to design and install. FHFH will also need to install a significant amount of paving on site in order to access all three duplex units.

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

Source of Funding	Estimate/Requested funding amount	% of Total
Government Grants	\$270,000	12%
Foundation/Corp Grants	\$151,000	6%
Disaster Grants/Donations (Government grants/other)	\$652,500	29%
Team Builds/Business	\$50,000	3%
Faith Community	\$117,534	6%
Individual Contributions	\$155,192	7%
Events	\$40,000	2%
In-kind Donations	\$448,250 (land/foundation donation)	19%
Mortgage payments	\$252,000	11%
ReStore net income	\$105,000	5%



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
Vice 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
2015**



Mark Biggers, *President*
PO Box 18840
Boulder, CO 80308
Retired Civil Engineer
Term ends 2014
303-444-3916
mark.biggers@hotmail.com

Nolan Rosall, *Vice President*
616 14th Street
Boulder, CO 80302
Former Boulder City Planner
Term ends 2015
303-449-1543
nolanrosall@gmail.com

Paul Tarell, Jr, *Treasurer*
Po Box 4621
Boulder, CO 80306
Gaiam, Inc.
Term ends 2016
415-606-6334
ptarell@gmail.com

Jeremy Syz, *Secretary*
3050 17th Street
Boulder, CO 80304
Holland & Hart LLP
Term ends 2016
303-473-2708
jpsyz@hollandhart.com

Pete Abel
821 Mt. Evans Court
Louisville, CO 80027
REMax Boulder
Term ends 2014
303-594-8319 (c)
303-441-5603 work
pete@peteabel.com

Flor Alvidrez
845 Decatur Street
Denver, CO 80204
Plaza Construction
Term ends 2016
720-240-7793
florcristal@gmail.com

Nikole Fales
1700 Bassett Street, 2119
Denver, CO 80202
Arcadis
Term ends 2016
720-272-4581
nikole.fales@gmail.com

Rich Jortberg
3985 St. Petersburg St
Boulder, CO 80301
Commercial Real Estate Consultant
Term ends 2014
303-444-5026
rej@rjassociatesinc.com

Erin Hottovy
10403 W. Colfax Ave
Lakewood, CO 80215
FirstBank – Vice President , Mortgage Dept
Term Ends 2017
303-239-5134
erin.unsworth@efirstbank.com

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

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

Peter Weber
6318 Jay Road
Boulder, CO 80301
Coburn
Term ends 2016
303-905-7674
pweber@coburnpartners.com

John Woods, *Past President*
5581 Colt Drive
Longmont, CO 80503
Management Consultant
Term ends 2015
303-530-0459
john_woods@comcast.net

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



Foundation

August 8, 2015

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

Dear Mr. Watson:

On behalf of the Good Samaritan Medical Center Foundation, I am pleased to submit this proposal to the City of Louisville requesting \$3,000 to support our Lend a Hand Fund. The Lend a Hand Fund provides support to patients without resources. Financial support provides clinical services for patients when they leave the hospital, such as pharmacy, home care, or durable medical equipment. Funds will be restricted to use by Louisville residents.

The goal of the Good Samaritan Medical Center Foundation is to fund programs at the Good Samaritan Medical Center which supports its patients and services. Each year, the Foundation raises funds to support various programs at the Medical Center. Significant funds are used to support underinsured, indigent, and homeless patients. The Medical Center serves the north metro Denver area including Broomfield County and parts of eastern Boulder County.

During 2014, we have provided services to 72 patients. These patients received services such as in-home care, transportation, gift cards for food and gas, help with paying for medicine, and so forth. All of these patients were discharged earlier from the hospital because they were able to now access these services. Funding from the City of Louisville will support the Lend a Hand Fund in 2015.

Thank you for the opportunity to submit this proposal. We look forward to partnering with the City of Louisville to enhance the lives of Louisville residents. Please feel free to contact me at Robert.robby@exempla.org or 303-689-5251.

Sincerely,

Bob Roby

Robert Roby
Vice President/Executive 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 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) copy of the application and all required attachments must be submitted to:

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

Applications are due on or before 5:00 p.m., Friday, August 14, 2015

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 Lend A Hand
 Agency Good Samaritan Medical Center Foundation
 Contact Person Robert Roby Title Vice President and Executive Director
 Address 200 Exempla Circle, Lafayette, CO 80026
 Telephone 303-619-4100 Email robert.robby@sclhs.net

Non-Profit Status Yes X No _____ In Process _____

Program Duration (if applicable) Begin 01/01/2016 End 12/31/2016

Grant Amount Received for 2015 (if applicable) \$ _____

Grant Amount Requested for 2016 \$ 3,000

**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?

Good Samaritan Medical Center, founded in Lafayette, Colorado in 2004 is a non-profit community-based hospital managed by the Sisters of Charity of Leavenworth (SCL Health). Guided by its mission "to improve the health of the communities we serve, especially the poor and vulnerable," the hospital provides comprehensive services to a primary service area of more than 800,000 in the north Denver metropolitan area as well as our international mission work in Tanzania.

Good Samaritan Medical Center is a member of SCL Health, a Catholic healthcare system serving six distinct markets in Colorado, Kansas and Montana. SCL Health consists of eight hospitals with more than 190 ambulatory practices and over 17,000 employees. The Sisters of Charity started Colorado's first private hospital in 1873 in Denver. The hospital is governed by a 19-member board of directors that meet monthly. Good Samaritan Medical Center employs 1,400 employees and the Medical Staff consists of 1,120 physicians. Over 440 volunteers provide 33,000 hours of service each year.

Good Samaritan Medical Center (GSMC) has more than 12,000 inpatient admissions each year with 39,000 emergency department patient visits. More than 2,500 births occur annually and each one is greeted by the sound of the "Lullaby" being played throughout the hospital. The 77 acre campus is home to a 234 bed hospital, two medical office buildings, a Comprehensive Cancer Center, walking trails and stunning views of the Rocky Mountains.

For the past five years, Good Samaritan Medical Center has ranked in the top 5% nationally for overall clinical excellence and women's health excellence as determined by Healthgrades. In 2014 and 2015, Good Samaritan Medical Center was recognized as one of "America's 100 Best Hospitals for Critical Care" by Healthgrades. Good Samaritan Medical Center is proud to have Chest Pain Center Accreditation by the American College of Surgeons, Primary Stroke Center Certification and to be the only Level II Trauma Center designation in Boulder County. GSMC was the first hospital in Colorado to receive Baby Friendly Certification and to have a completely smoke free campus.

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 Lend a Hand Program. In early 2010, the Care Management Department at EGSMC requested the establishment of a fund to support patients without resources. It was proposed that the financial support would be used to provide clinical services for patients when they leave the hospital, such as pharmacy, home care, or durable medical equipment.

Barriers to discharge for our patients include:

- Senior ED / ED elder patient- partnership with non-skilled agency to transport home and do safety check prior to leaving
- Under insured services, medications, home care visit for safety
- Lack of home-based care management programs
- Meals for week after discharge (current meals on wheels does for Boulder residence only)
- Senior programs: community outreach, grocery shopping, errands,

- Scales, pill boxes for chronic disease management. Short term set up and /or discount for life line type equipment (falls)
- Clothes closet for people who come to hospital but clothes are destroyed or homeless needs

To measure the impact of the program, the Care Management Department measures the cost for each service and to quantify the number of days saved because the patient could receive the service out of the hospital.

Patient Stories

A young man had a catastrophic event which resulted in a prolonged hospital stay. He had recently lost his job, had a family and at this time did not qualify for family Medicaid. His wife was the primary support but was having difficulty with additional expense of getting to and from the hospital. We provided King Sooper cards which assisted with additional gas. While he recovered, she was in fear of taking off too much time, so when stable, Lend a Hand was able to discharge him several weeks early for IV antibiotic at home through our Lend a Hand fund.

Another patient had a rare virus that causes large wounds, with Lend a Hand we were able to get him home, assist with medications and provide Home RN to check on his progress.

We recently had a young women come to our hospital with advanced cancer, she had surgery but her medical condition declined quickly. Her young family struggled with her impending death. Their goal was to get her comfortable as quickly as possible. They agreed to inpatient hospice, but their insurance company, as with most now would not cover an ambulance transport to the Hospice facility. She required a stretcher and medical management. The cost would be difficult for them. Through Lend a Hand, we were able to transport her to hospice care. She passed peacefully 2 days later surrounded by her family.

Presently this fund is assisting a patient with newly diagnosis cancer. We are working with our cancer center to get this patient home with family support and advanced nursing for management education. This patient is requiring assistance with tracheostomy supplies, feeding tube supplies, home oxygen, and several visits for a home care RN. Hopefully with this stress off this family the patient can safely and successfully transition to home. Charity application and Medicaid application have been filed, but these take time – a luxury he may not have.

Funding will be restricted to use with patients from Louisville.

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 Lend a Hand services provided by Good Samaritan Medical Center to residents of Louisville.

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

Each year, The Foundation provides funding to the Lend A Hand. Success is measured by the amount of dollars awarded to the Fund, the number of patients served, and the services provided to the patients.

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

In 2014, we were able to support patients in our community and used \$28,567 to provide support services needed post hospitalization. During 2014, we have provided services to 72 patients. Following is a detailed report and the summary about how the funds were used:

Service type	Number of patients	Total cost of services	# of days saved	Dollars saved (at \$1,614/day)
Jan to December 2014				
END OF LIFE TRANSPORT	2	\$950.00	0	
Home care	18	\$15357.24	56	\$66174.00
Pharmacy	37	\$6258.99	44	\$64560.00
King Soopers/Target cards	15	\$400.00	15	\$12912.00
Total	72	\$28,567	115	\$143,646.00

With many patients and their families struggling, Good Samaritan Medical Center is fortunate to be able to assist them with their ongoing care needs until the point at which the patients can link up with community clinics and resources. We are grateful that we have been able to transition patients to their optimal functioning through Lend a Hand fund.

5. Leadership:

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

0

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

2 full-time employees.

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

The Foundation utilizes volunteers in administrative roles, in fund raising, and in special events.

Approximately 50 volunteers support the foundation in addition to the volunteer board members.

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

Robert Roby, VP and Executive Director Good Samaritan Medical Center Foundation

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

The Good Samaritan Medical Center Foundation collaborates with and supports the Good Samaritan Medical Center. The Foundation also supports community outreach and education to the entire north metro Denver including Broomfield County and the eastern part of Boulder County.

Good Samaritan Medical Center Foundation is actively providing outreach to Louisville. Planned events include hosting the Louisville Chamber of Commerce at the Comprehensive Cancer Center to educate them about our services. We are also seeking board members from Louisville to support the Foundation.

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

**Good Samaritan Medical Center Foundation
Board of Directors
2015**

John Beeble
President/CEO
Saunders Construction, Inc.
6950 South Jordan Road
Centennial, CO 80112
303-699-9000 (Office)
j.beeble@saundersrsci.com

John Bosio
Vice President
Restoration Specialists, Inc.
P.O. Box 29
Broomfield, CO 80020
303-460-8060
john@rsi-co.com

Hugh Brown
Principal
Davis Partnership Architects
2301 Blake Street, Suite 100
Denver, CO 80205-2108
303-889-1293 (Cell)
hugh.brown@davispartnership.com

Carla Dore
President
Workplace Resources
9600 East 40th Avenue
Denver, CO 80238
303-571-5211
carla-dore@wrcolorado.com

Sandy Cavanaugh-Douglass
Vice President of Community
& Business Relations
Exempla Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-689-5210 (Office)
cavanaughhs@exempla.org

Beth Forsyth
Chief Operating Officer
Exempla Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-689-5208 (Office)
forsythb@exempla.org

Dave Hamm
President/CEO
Exempla Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-689-5212 (Office)
hammd@exempla.org

Brad Haugan
Director of Guest Services
Exempla Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-689-5508
brad.haugan@exempla.org

John Higgins
Vice President of Finance/Chief Financial Officer
Exempla Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-689-5275 (Office)
higginsj@exempla.org

Kevin Larington
President & CEO
Trautman-Shreve
4406 Race Street
Denver, CO 80216
303-295-1414
klarington@trautman-shreve.com

Jeffrey Leftwich, MD
Rock Creek General Surgery
280 Exempla Circle
Lafayette, CO 80026
303-827-9071
jeffrey.b.leftwich@kp.org

Dave Manley
Licensed Agent & Financial Services
Professional
New York Life Insurance
12050 Pecos Street, Suite 110
Westminster, CO 80234
303-427-8100
Dmanley01@ft.newyorklife.com

Berry Morton, MD
Associate Medical Director
Colorado Permanente Medical Group, PC
10350 E. Dakota Avenue
Denver, CO 80247
303-344-7223 (Office)
berry.e.morton@kp.org

Sharad Rajpal, MD
Neurosurgeon
Boulder Neurosurgical Associates
4347 Arapahoe Avenue #202
Boulder, CO 80303
303-938-5700 (Office)
rajpal@bnasurg.com
Term: 3/1/15 – 12/31/17

**Good Samaritan Medical Center Foundation
Board of Directors
2015**

John J. Rogers
Market President
Great Western Bank
1020 Century Drive
Louisville, CO 80027
303-225-7513 (Office)
john.rogers@greatwesternbank.com

Craig Simmonds, MD
Anesthesiologist/Director of Perioperative
Services
SCL Health – Good Samaritan Medical Center
200 Exempla Circle
Lafayette, CO 80026
303-203-5448 (Office)
craig.simmonds@sclhs.net

Steven Temple, MD
Pathologist
Colorado Pathology Consultants
6750 West 52nd Avenue, Suite F
Arvada, CO 80002
720-898-3313 (Office)
stemple@ameripath.com

Jim Vasbinder
Vice President of Development
Etkin Johnson Group
1512 Larimer Street, Suite 325
Denver, CO 80202
303-898-3907 (Office)
jvasbinder@etkinjohnson.com

Melissa Whitmer
Sr. Vice President
Key Bank – Healthcare Banking
1675 Broadway, Suite #300
Denver, CO 80202
720-402-4250 (Office)
[melissa whitmer@keybank.com](mailto:melissa_whitmer@keybank.com)

Steve Woods
President
Alpine International Consultants
1501 Aspen Street
Broomfield, CO 80020
720-320-3673
steve@aspen-ci.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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Developmental Disabilities Center dba Imagine!

Program Title or General Operating Family Support Grants Program

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 7/1/2015 End 6/30/2016

Grant Amount Received for 2015 (if applicable) \$ 500.00

Grant Amount Requested for 2016 \$ 2000.00

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?

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 I/DD to have the same opportunities as other children in their community.

The mission of Imagine! is to create and offer innovative supports to people of all ages with cognitive, developmental, physical, and health-related needs so that they may live fulfilling lives of independence and quality in their homes and communities. 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! is one of twenty 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 renewed funding for its Family Support Grants Program for clients age 6-18 years. A grant of \$2,000 will be used to assist a family in Louisville providing at-home care for an individual with intellectual and developmental disabilities (I/DD), covering expenses such as respite care (specialized child care that allows family caregivers time to work, give attention to other children, or rest), therapy, transportation, assistive technologies, home modifications, special supplies or equipment, or parent/sibling support.

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, 2014, and June 30, 2015, Imagine! provided \$593,473 in Family Support Grants to 216 families caring for an individual with I/DD in the home. Grants totaling \$23,163 were provided to twelve families residing in Louisville.

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

Each year, written questionnaires are distributed to all families enrolled in Family Support Services. Families who received Grants are asked about the impact of the funding on the individual with a disability and on the family as a whole. Responses to the most recent survey emphasized the significant impact of the program, with a majority of respondents strongly agreeing that the grant funding has improved the quality of life for their family member with a developmental delay or disability.

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 Family Support Grants Program continues to impact families in Louisville and beyond with the financial means necessary to support their family member living at home with a developmental disability. Survey findings indicate almost three quarters of respondents continue to have unmet financial needs and Imagine! tracks those needs. Evaluations indicate the program is functioning in a strategic manner by providing financial support to these families. The following comments from the survey convey the importance of the program:

- *We feel so lucky and grateful that these grants have been available to us. The funding helps so much! it really is such a nice gift to receive it! It alleviates some financial pressure.*
- *We feel so lucky and grateful that these grants have been available to us. The funding helps so much!*
- *The most pressing needs for us is help with our son. The grant provides money for his behavior therapy and we are very grateful.*
- *It is overwhelmingly expensive to have a child with special needs. The grant money is truly welcomed but it is only a drop in the bucket of what our family pays out. It has certainly helped to diminish some of the financial stress.*

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 nineteen Board members (Don Brown, Priscilla Slocum Lacy, Chris Mabbitt 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 293 people full-time and 393 people part-time, for a total of 304 FTEs. Nineteen 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.
Imagine! has a variety of volunteer opportunities. During fiscal year 2015, 379 volunteers contributed a total of 8,784 hours to the organization.

- Who will be responsible for the administration of the program or service?
Amanda Sutton, Children and Family Support Services Program Manager

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! initiates entry into all local, state, and federally-funded programs and services for individuals with developmental delays or I/DD throughout Boulder and Broomfield Counties, and coordinates services provided by a network of 288 partner organizations and individuals. Imagine! also provides a broad range of services directly to clients through its CORE/Labor Source, Dayspring, Family Recruited Providers, Innovations, Out & About, and Imagine! Behavioral Health Services divisions. The size of this population and the complexity of their needs warrant multiple local service providers. The Family Support Grants Program is an unduplicated service in the area.

As mentioned above, Imagine! coordinates with an extensive network of organizations and individuals who provide care and opportunities for people with developmental delays and I/DD. In addition to ongoing case management, Imagine! staff members in every department work with the community-based organizations, businesses, and government entities that are able to provide the best support for clients. The Family Support Services division collaborates with the Boulder Valley, St. Vrain Valley, and Adams 12 School Districts; Boulder County's Department of Housing and Human Services; the City and County of Boulder Health and Human Services Department; Easter Seals of Colorado; and other nonprofit organizations throughout Imagine!'s service area.

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

The past year has been an important one for Colorado residents with I/DD. 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. Between July 1, 2014 and June 30, 2015, Imagine!'s Case Management department successfully enrolled 200 individuals into SLS services; and we are in the process of enrolling an additional 45 individuals. Recent data put out by the State indicates Imagine! is completing these enrollments quickly so individuals receive much needed resources.

While this is a positive direction, the additional funding stream does not fully meet the needs of these individuals, and there are limited resources to support the family members who care for them. Imagine!'s Family Support Grants Program is unique in blending State, County, municipal, and private funds to help caregivers to pay for the services and supports that are most critical for their particular family circumstances.

Imagine! appreciates the opportunity to share information about the Family Support Grants Program with the City of Louisville. We hope that you will continue to support Imagine! and the families that count on receiving a Family Support Grant with a generous grant of \$2,000.

**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.*

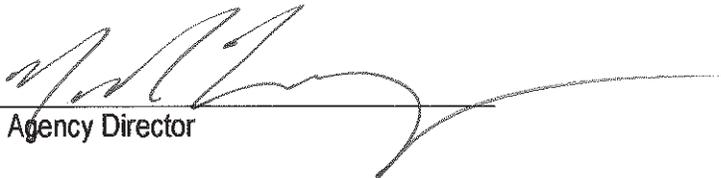
<u>Source of Funding</u>	<u>Estimated/Requested Funding Amount</u>	<u>Percent of Total</u>
State of Colorado	\$286,500	71.6%
Boulder County	\$103,500	25.9%
Corporations, Foundations, Municipalities	\$10,000	2.5%
Total		

*Family Support Grants Program Budget for Boulder County, July 1, 2015 – June 30, 2016. This budget assumes that 198 families will receive grants of approximately \$2,000, depending on the complexity of their needs.

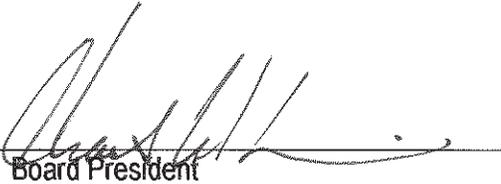
I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature



Agency Director



Board President

303 926-6446

Telephone Number

720 562-4333

Telephone Number

memery@imaginecolorado.org

E-Mail Address

cwellman@fraisermeadows.org

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 2015

Charles Wellman – President
Director of Facilities
Frasier Meadows Retirement Community
Broomfield County Resident
3/27/2012 to 2/27/2020

Neil Draxler
Financial Advisor
Edward Jones
Boulder County Resident
2/25/2014 to 1/24/2022

Ron Alford
Director of SES and Colorado Campuses
Northrop Grumman
Broomfield County Resident
8/28/2012 to 6/30/2020

John Frisbie
Senior Vice President
Robert W. Baird & Co., Inc.
Broomfield County Resident
3/10/2009 to 2/10/2017

Bella Auger-Larsen
Imagine! Client
Longmont Humane Society
Boulder County Resident
12/2/2014 to 11/30/2022

Trent Gustafson – Treasurer
Loan Officer
Bank of Commerce Mortgage
Boulder County Resident
6/26/2012 to 5/26/2020

Whitney P. Blair
Assistant Vice President
Wells Fargo Wealth Management
Texas Resident
8/25/2009 to 6/30/2017

Joe Hansen
Imagine! Client
Safeway Store
Boulder County Resident
3/30/2009 to 3/30/2017

Ken Curtis
Attorney
NetApp Inc.
Boulder County Resident
8/30/2013 to 7/31/2021

Laura Koch – President-Elect
Accountant
Broomfield County Resident
06/26/2012 to 05/26/2020

Bob Davis
Broker Associate
ReMax Alliance
Broomfield County Resident
10/30/2007 to 9/30/2015

Kevin Nelson
District President
Stewart Title
Boulder County Resident
1/30/2007 to 12/30/2015

Scott Doyen – Past President
Teacher
Boulder Valley School District
Boulder County Resident
4/17/2010 to 3/27/2018

Heidi Storz – Secretary
Attorney at Law
Benson, Kerrane, Storz & Nelson
Boulder County Resident
3/26/2013 to 2/28/2021



Imagine! Foundation Board of Directors 2015

Charles E. Holmes – President

President-Boulder
Centennial Bank
Boulder County Resident
6/14/2011 to 6/30/2017

Richard C. Ackerman

Broker Associate
RE/MAX of Boulder
Boulder County Resident
6/1/2012 to 6/30/2018

Gale Boonstra

Retired mortgage banker
Boulder County Resident
6/9/2015 to 6/30/2018

Don Brown – Vice-President

Principal
Optimal Blue Secondary Services
Boulder County Resident
6/11/2013 to 6/30/2016

Sandy Brown – Treasurer

Owner
Whimsy Farm
Boulder County Resident
11/18/2014 to 6/30/2017

Robert F. Charles, Jr. – Founder

President
B & J Enterprises
Boulder County Resident
Emeritus

Kathy Coyne

Nonprofit Consultant
Boulder County Resident
Emeritus

Pat Daly

Vice President
ANB Bank
Broomfield County Resident
6/9/2015 to 6/30/2018

Katie Hawkins

Director of Client & Recruitment Services
Talentrust
Boulder County Resident
6/10/2014 to 6/30/2017

George M. Karakehian

Owner
Art Source International
Boulder County Resident
Emeritus

Priscilla Slocum Lacy

Communications Consultant
Boulder County Resident
6/10/2014 to 6/30/2017

Christopher Mabbitt

Owner/President
BC Interiors
Boulder County Resident
6/9/2015 to 6/30/2018

Justin McClure

Project Manager
Risk Management Consulting Services
Boulder County Resident
6/9/2015 to 6/30/2018

John R. Mehaffy

Attorney at Law, Retired
Boulder County Resident
Emeritus

Rick W. Nelson
Regional Private Banking Manager
Wells Fargo
Boulder County Resident
6/14/2011 to 6/30/2017

Jana Petersen
Administrative Services Director
Boulder County
Boulder County Resident
6/9/2015 to 6/30/2018

Walt Pounds
Technology Consultant
Boulder County Resident
6/9/2009 to 6/30/2016

Beverly C. Shaw – Secretary
Boulder Community Hospital, Retired
Jefferson County Resident
6/11/2013 to 6/30/2016

Leona Stoecker
Membership Director
Longmont Area Economic Council
Boulder County Resident
Emeritus



IMPACT ON EDUCATION

July 18, 2015

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 \$5,000 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 2013 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 \$100,000 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,



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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Impact on Education

Program Title or General Operating

Contact Person Fran Ryan Title CEO

Address 721 Front Street, Suite A Louisville, CO 80027

Telephone 303-524-3865 E-Mail fran@impactoneducation.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin 8/31/2016 End 5/31/2017

Grant Amount Received for 2015 (if applicable) \$ 1,500

Grant Amount Requested for 2016 \$ 5,000

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?

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

Take My Teacher Home – This innovative, early intervention program targets the more than 20 percent of BVSD kindergarten students who are identified as non-proficient in reading. Using teacher-recorded lessons, songs, and activities loaded on iPod Shuffles and iPads in an activity bag sent home, students extend their learning day and most quickly achieve proficiency.

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 2014-2015 school year, Impact on Education awarded \$7,634 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 2014-2015 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 2015 -2016.

**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?

28 board members
3 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?
4 full-time employee. One staff member – Fran Ryan – resides in Louisville.

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, is responsible for the administration of the Opportunity Fund.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe 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.

7. 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 the 2016 calendar year for the entire program/agency.

<u>Source of Funding</u>	<u>Estimated/Requested Funding Amount</u>	<u>Percent of Total</u>
Donations	760,895	40.7
Fundraising Events	420,950	22
Program	622,800	33
Other revenue	82,810	4
Restricted	6,300	.3
Pass Through Overhead Fee	315	0
Total	1,894,070	100

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

Signature

Signature



Fran Ryan
Agency Director

Heather Balsler
Board President

303-524-3865
Telephone Number

303-335-4530
Telephone Number

fran@impactoneducation.org
E-Mail Address

heatherbalsler@comcast.net
E-Mail Address

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August 14, 2015

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

Dear Members of Finance Committee:

I'm writing to respectfully request a grant of \$3,500 to support Louisville residents with affordable in-home and group **English language classes and Life Skills education.**

Intercambio Uniting Communities envisions communities where all people communicate, connect, and succeed. To that end, our mission is **improving immigrant lives through English education, and uniting communities across cultures.**

Since inception, we have taught English to over 10,000 immigrants in Boulder County, with the support of thousands of community volunteer English teachers. Integrated into our English program is information about employment, transportation, financial management, medical and social services, and the public school system. **Our students learn to find employment, gain skills to communicate better at work, find out how to participate in their children's schools, and can talk with their health care providers without interpreters.** In addition, our unique model uses volunteer teachers and community events to bring people together and break down barriers across cultures.

I hope you will help us to support dozens of Louisville residents who gain skills to become self-sufficient through Intercambio's classes each year. Together, we can better the lives of immigrants and their families, strengthen our economy, and create a stronger and healthier community for everyone.

Thank you for considering our request. Enclosed is our complete proposal with all required attachments. Please contact me (lee@intercambioweb.org) or our Grants Manager, Erika Carlson, (Erika@intercambioweb.org) with any questions.

Sincerely,

Lee Shainis
Executive 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.

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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Intercambio Uniting Communities (Intercambio de Comunidades)
 Program Title Supporting Low-Income Louisville Residents with English Language Classes
 Contact Person Erika Carlson Title Grants Manager
 Address 4735 Walnut Street, Suite B Boulder CO 80301
 Telephone 303-996-0275 x 103 E-Mail Erika@intercambioweb.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin 1/1/2016 End 12/31/2016

Grant Amount Received for 2015 (if applicable) \$ n/a

Grant Amount Requested for 2016 \$ 3,500

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?

Since 2000, Intercambio Uniting Communities has worked towards a vision of communities where all people communicate, connect and succeed. Our Boulder County Program provides affordable, in-home and group English language classes and Life Skills education to 1,100 adults each year.

Census data estimates that 16,000 Boulder County residents speak English less than “very well.”¹ Intercambio currently serves approximately 1,100 individuals per year (24 in Louisville); other combined English programs serve about 1,000 students (most of which have far higher student fees), leaving 14,000 people with limited English communication capacity.

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 at local libraries and as needed, 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 2014, after at least one term of classes, almost half of our students reported getting a new or better job, promotion, or pay raise. Almost three-quarters report better on the job communication, and more than two-thirds are better able to communicate with medical professionals without an interpreter. More than three-quarters report being more involved in their children's education. In addition, after at least one term of classes, we see dramatic improvements in our students' capacity to manage everyday life. While less than half felt confident handling emergency situations when they began with Intercambio in 2014, 81% felt confident at the end of classes. In addition, three-quarters understood how to use the US banking system (up from 59%).

¹ US Census: 2009-2013 American Community Survey: <http://factfinder.census.gov/faqs/nav/jsf/pages/searchresults.xhtml?refresh=#ACStrio>

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 a diverse, passionate, and involved Board of Directors. Six of our fifteen 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 7 full time and 8 part time staff for a total of 12 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 will train and support at least 375 volunteer English teachers this year, leveraging more than \$200,000 through 33,000 hours of volunteer time. Our volunteer teacher model keeps our overhead costs low so that we can direct a greater percentage of community support directly to immigrants in need. Intercambio also utilizes up to 10 interns each year, and students give back by assisting with administrative duties, public speaking engagements, and outreach.

- 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 Boulder, Longmont, Lafayette, Louisville, 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. Irma, a Louisville resident and student of Intercambio, recently said: *"Before going to Intercambio classes I always called my son to help me and speak for me at the Bank, now I am going alone and I am able to speak for myself even if I make a lot of mistakes."* See also the attached letter from a Louisville resident and volunteer.

**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
Program Fees	48,600	6%
Business Donations	32,000	4%
Foundation Grants	210,000	26%
Government Grants	97,000	12%
Individual Donations	250,000	31%
Fundraising Event Revenues	68,000	9%
Investment & Rental Income	13,500	2%
Curriculum (National program) net sales	79,150	10%

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

Signature



Agency Director

303-996-0275

Telephone Number

lee@intercambioweb.org

E-Mail Address

Signature



Board President

303-887-9547

Telephone Number

mconnelljane@me.com

E-Mail Address

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August 5, 2015

To Whom it May Concern:

My name is Anne-Marie Patrie and I have lived in Louisville for 24 years. When my children were almost done with high school, I became an Intercambio volunteer, and **for over 5 years I have been teaching English to adult immigrants.** Getting to know my students and their families, their joys and their struggles, has been one of the most rewarding things I have done outside of my own family. **I have met people with whom my path would never have crossed -** we live in different neighborhoods, have children that are not the same ages, work different jobs, etc.

It is fair to say that on the surface I have very little common with my students except that at the start they wanted to learn English and I wanted to try teaching English. But in our time together we find out commonalities, even with a limited vocabulary! Helping my students learn English, answering questions they have about the community, the schools, about the vehicle recall notice they get in the mail, etc - **I can see that because of Intercambio, my students are better navigating life in the US and their confidence has improved.**

I have many funny moments with my students. One time my student's kindergarten daughter was going on her first school field trip. The permission slip came home in English and Spanish, but that wasn't enough for my student to understand. She wanted to know why the school permission slip said her daughter might die on the field trip. She's right- the permission slip says the school will not be held responsible if a student is injured or killed on the field trip. That boiler plate legalese that in our society we are accustomed to seeing was in fact very alarming for my student. So I was able to explain to her about lawyers and how every permission slip will have that same language. Frightening moment vaporized and the little girls was allowed to go on the field trip.

Everyone who knows me knows about how much I love my students and how much I enjoy teaching English. My students have shown me perseverance, humor, great food, and invited me to large and small family gatherings. I have become part of their family and they have become part of my family. My church, Christ the Servant Lutheran Church, in Louisville, will be hearing more about Intercambio this fall when we do a Sunday school session on the program.

Intercambio is a great organization doing great things in our community and beyond and it is my hope that they are awarded this grant.

Sincerely,

Anne-Marie Patrie
748 Orchard Court
Louisville, CO 80027

303-665-1168



INTERCAMBIO BOARD of DIRECTORS - 2015

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	7/9/2016
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	7/9/2016
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
Reyes Jorge Ramirez Calderon - Longmont	Longmont YMCA	7/1/2014	6/30/2017
John Ricotta (Treasurer)-Arvada	Vice President-First Bank	7/9/2013	7/9/2016
Scot Smith - Longmont	Founder/Principal, The Colorado Group, Inc.	9/11/2012	9/11/2015
Elizabeth (Betsy) Stroomer - Lafayette	Director/Lafayette Public Library	7/1/2014	6/30/2017
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	Attorney, Kendall, Koenig & Oelsner, PC	7/1/2015	6/30/2018
Sandy Younghans - Boulder	Attorney & Philanthropist	7/1/2014	6/30/2017

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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Louisville Community Food Bank
 Program Title or General Operating Louisville Methodist Church
 Contact Person Kim Echols Title Co-Chair
 Address 1025 Front St. Louisville CO 80007
 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 Received for 2015 (if applicable) \$ 800.00

Grant Amount Requested for 2016 \$ 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 bank for supplemental food for those in need.

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 operate 6 hours week walk in food pantry that averages 120 visits a month for food assistance. We also deliver quarterly food baskets that include a dozen items. Serve a monthly lunch to Hyde Park Morgan residents and their guests.

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.

Recipients are primarily from the 80027 zip code. Also serve some Superior and Lafayette home bound seniors.

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

We could not run our program without countless volunteers and all the community donations from schools, police, elder share and the fire department.

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 goal continues to be to offer warm, nutritious meals to families that otherwise may not have that meal. Feeding the hungry is measured over & over weekly to the families that we serve.

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 + Volunteers

- 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

- 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.

Sitting and delivering food 2000+ hours per year.

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

*Kim Echols and Jay Holloway,
Co-Chairs*

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.

None known

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 application to continue our on-going efforts to provide food to hungry families. The holidays are particularly challenging when our need increases and we do a toy drive for needy kids - Names gotten from the schools, police & fire department and anonymous suggestions.

Thank You! **128**

**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
Mine Cares	Food Donation	Varies
Lions Club	Unknown	Varies
Anonymous Gifts	350-550	5%
Food Drives		
Schools, Stores	TBD	TBD

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

303-466-8812

Telephone Number

Telephone Number

kechols558@comcast.net

jay-holloney@msn.com

E-Mail Address

E-Mail Address

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LUMC Church Council Positions – 2016

Council Chair	
Recording Secretary	Sandy Gormley
Lay Leader	DJ Guildner
Pastor & Nominations Chair	Pastor Dave Christensen
Lay Member to Annual Conference	Larry Boven
Lay Member to Annual Conference Alt.	Donna Spearman
Music Director	Abby Guildner
Finance Chair	Eric Shaffer
Treasurer	Tom Gormley
Financial Secretary	Sandy Gormley
Membership Secretary	Cris Shaffer
SPPRC Chair	John Simons
Trustee Chair	Wes Graba
Worship Chair	
Christian Ed Director	
Stewardship Chair	Pastor Dave Christensen
Youth Group Director	Brandi Wingate
Family Life Chair	
Outreach Chair	
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	Tom Gormley
Assistant Treasurer	Bob Peverley
Financial Secretary	Sandy Gormley
Audit Committee	Kim Echols, Nancy Holloway

Staff Parish Relations Committee John Simons

All shall be members: At least one young adult

2015:

2016: Jason Ferdig, Jonathan Krueger, John Simons

2017: Sandy Gormley, Tim Drost, Sally Burlingame

At-large members include: Lay member to Annual Conf & Lay Leader (ex officio vote)

LUMC Church Council Positions – 2015 – 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

2016: Mike Sarver,

2017: Barbara Ellington, Libby Rollinson, Jay Holloway

Nominations Committee

Chair: Pastor Dave Christensen

2015:

2016: Barba Hickman

2017: Sandy Gormley

Pastor: Dave Christensen

Lay Leader: DJ Guildner

Worship Committee

Chair:

Pastor: Dave Christensen

Cris Shaffer, Kathy Quillin, Judy Christensen, Nancy Holloway

Fellowship Hour:

Christian Ed Committee

Director:

Jay Holloway, Amy Moynihan, Eric Shaffer, Brandi Wingate

Family Life Committee

Chair:

Committee: Carol Hill, Sheila Newton, Cris Shaffer, Claire Van Meter, Bev Smith, Dorothy Varra, Odile Wollum, Mary Klassen, Shirley Bodhaine, Marlene Thompson, Mary Boven, Lisa Carr, Mary Kay Knorr

Missions Committee

Chairs:

Committee: Darci Drost, Carol Hill, Donna Spearman, Jonathan Krueger

Outreach/Membership (Ad Hoc)

Chair:

Darci Drost, Tom Gormley, Donna Spearman, Mary Knay Knorr, Lori Simons, Steve Spearman, Abby Guildner

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

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 several focus groups such as Basic Needs, Individual and Community Involvement, Health and Wellness, and Independence and Caregiving. This mission is supported through annual fundraising 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 local seniors needing assistance with heating costs, general nutrition, Recreation Center memberships, and other special needs.

Community needs are identified through focus group outreach efforts as well as community feedback and input from the Louisville Senior Services Center, Boulder County Senior Services, and other Boulder County aging 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 the initial (first year) funding to place a "Weigh and Win" Program kiosk at the Louisville Recreation Center. This program is sponsored by Kaiser Permanente Colorado as part of its Community Benefit Program. The objective is to provide an extremely accessible, free program that will be available to a wide age range of users through a kiosk to be placed at the Louisville Recreation Center (LRC).

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 an effective weight loss/management program. Based on the current success of the Silver Sneakers program at the LRC, we expect a significant number of seniors will participate due to the ease of use and no cost to users attributes of this program. Also, at last check there were 200 Louisville residents currently participating in the program at locations outside of Louisville. We anticipate many of these people will switch to the LRC site when they are aware it is available.

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

This is one of the strong features of the program. The database that supports the kiosk not only keeps a confidential weight profile and photographic record available only to the user, but it makes metadata (summary level data) available to sponsors regarding number of users, age profile, total weight lost over specified periods, geographic dispersion of users, and total incentive cash awards. Users with a body mass index (BMI) equal to or greater than 25 are eligible for quarterly cash awards ranging from \$15 for a 5% weight loss to \$150 for a 30% weight loss over a 1 year maximum time period.

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?

Not applicable

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, Julie Stone, a Vice Chairperson, Betty Heinrich, and seven other active members. All nine board members are residents of Louisville.

- 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 100% volunteers who all 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
The SAB is an all-volunteer organization and the workload of each volunteer is function of his or her role and the time of the year. The peak workloads center around the December to March time period with the Heat Relief and Savor the Favor activities. Other activities consume time based on the scope of the work and the number of members involved. A rough estimate of total SAB volunteer hours is 4000 per year. .

- Who will be responsible for the administration of the program or service?
The SAB will work with Kaiser Permanente staff during the implementation phase and the Louisville Recreation Center staff will assist with the on-going administration of the program. Kaiser Permanente will manage the technical aspects of the program. Once implemented, we do not anticipate this program will be a big time consumer for the LRC 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 nine locations in Denver, two in Boulder, two in Lafayette (Bob Burger Recreation Center (BBRC) and Good Samaritan Medical Center), two in Arvada, two in Aurora, and one in Longmont. At last check with Kaiser Permanente, there were approximately 3600 people participating in the program through kiosks located in Boulder County. We anticipate the LRC kiosk will significantly increase that number.

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

The Louisville Recreation Center Senior Services Director, Ms. Katie Beasley, enthusiastically supports the implementation of this program and endorses the submittal of this funding request. A tentative location has been identified at the LRC that would provide easy access and still provide privacy for users.

**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
Silent Auction	\$500	2.6%
Heat Relief Donations/Ticket Sales	\$5000	26.0%
Cash Reserves in Certifications of Deposit	\$7000	36.3%
Donations	\$2500	13.0%
"Weigh and Win" Kiosk Grant/Donations	\$4250	22.1%
Totals	\$19,250	100.0%

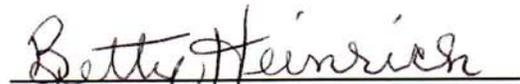
I swear or affirm that the above information is true and correct to the best of my knowledge and belief.

Signature

Signature



 Board Member



 Board Vice President

303 666-9198

 Telephone Number

303-665-1133

 Telephone Number

gfickbohm1@gmail.com

 E-Mail Address

bmheinrich@aol.com

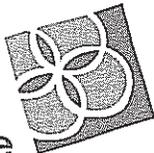
 E-Mail Address

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Current Senior Advisory Board Members

Chairperson	Julie Stone
Vice Chairperson	Betty Heinrich
Members	Dianne Bernier
	Debby Fahey
	Greg Fickbohm
	Rosie Gilbert
	Dede King
	Karen Maddock
	Sandy Stewart

Note: All are residents of Louisville



safehouse
 progressive alliance
 for nonviolence

www.safehousealliance.org

August 7, 2015

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

Dear Mr. Watson:

Services:

24 Hour Crisis Line

Emergency Shelter

Counseling for Adults

Counseling for Children

Protective Order Clinics

Legal Advocacy & Referrals

Community Education

School-Based Programs

Transitional Housing

Spiritual Support Team

Boulder Outreach Center

Broomfield Outreach Program

Tri-City Outreach Office

Services en Español

Safehouse Progressive Alliance for Nonviolence (SPAN) is pleased to submit the attached City Funding Application for 2015 City of Louisville funding to support services provided to Louisville residents through the SPAN Tri-City Outreach Program. In 2014 SPAN provided crisis intervention, emergency shelter, legal advocacy, and counseling to 404 Louisville adults, youth and children, a 21% increase from the previous year.

Domestic violence rates in Boulder County are higher than national and state averages. Providing individuals who have been impacted by intimate partner violence with immediate safe, confidential emergency shelter is an essential service designed to ameliorate the crisis of assault and abuse. Long term, survivors need access to a comprehensive continuum of services that foster self-sufficiency and stability if they are to transcend chronic cycles of abuse. SPAN's Tri-City Outreach Program addresses both the need for that immediate, critical care and intervention, and the long term best practices approach that focuses on providing longer, deeper, broader services that address the very real challenges survivors face, including access to affordable housing, child care, transportation, health care and jobs. This approach reduces recidivism among survivors, empowering them to create economically sustainable, independent lives, free from abuse.

Support from the City of Louisville will assist the SPAN Tri-City Outreach Program in meeting the growing needs of the Louisville community in 2016. By providing immediate and ongoing support services to victims of domestic violence, the Tri-City Outreach Program works to ensure the safety of all families and to end domestic violence in our communities.

Thank you for your consideration and we look forward to your response.

Sincerely,

Anne Tapp
 Executive Director

Judy Knapp
 Board of Directors, Chair



GRANT APPLICATION – CITY OF LOUISVILLE

Agency: Safehouse Progressive Alliance for Nonviolence

Program Title: SPAN Tri-City Outreach Program

Contact Person: Alexandra Lynch **Title:** Development Director

Address: 835 North Street, Boulder, CO 80304

Telephone: 303-449-8623 **Email:** info@safehousalliance.org

Non-Profit Status: Yes No In Process

Program Duration: January 1, 2016 through December 31, 2016

Grant Amount for 2015: \$1,500

Grant Amount Requested for 2016: \$2,500

1. What is the mission of your organization? Safehouse Progressive Alliance for Nonviolence (SPAN) is a human rights organization committed to ending violence against adults, youth and children through support, advocacy, education and community organizing.

SPAN is the only organization serving the residents of Louisville that is designed to provide shelter, education, and advocacy for victims of interpersonal violence at a time when data at the national and local levels indicate a greater need for these services than ever before. There are an estimated 1,800 domestic violence related calls to law enforcement in Boulder County, including Louisville, each year. Given that the FBI estimates that only 1 in 10 incidents are reported to police, this suggests that there are approximately 18,000 incidents of domestic abuse each year in our community. This is more than fifty a day. SPAN’s services address the need for immediate crisis intervention, stopping the cycle of violence and keeping people safe, but also supports survivors and their children through the long term process of becoming safe, stable and self-sufficient.

In 2014 SPAN’s services supported 404 individuals and families from the City of Louisville: 302 Crisis Hotline calls; safe shelter for 6 adult survivors and 2 of their children; crisis intervention for 20 victims of domestic violence at the time of arrest; 10 individuals through legal advocacy; 44 adults and children through Outreach Counseling; and, through our transitional services, 20 adults and children with counseling and case management, including 6 women and children who accessed long term transitional housing through SPAN.

2. What are the specific activities that will be supported with the assistance of City of Louisville funding, if granted? The SPAN Tri-City Outreach Program 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 women, 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.
- **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 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, married for three to five years, with two elementary-school age children. In one-quarter of the cases, she was abused by her partner during pregnancy. She does not work outside of the home and has few, if any, financial resources. More than thirty percent of the time she has a physical or cognitive disability, usually a result of the abuse she has endured. She has 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.

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.

The geographic area served by the SPAN Tri-City Outreach Program includes Louisville, Lafayette, Superior, Erie, and western Broomfield County.

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 243 in 2014. 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.

Qualitative measures: Measurable program outcomes in 2014 included:

- 93% of shelter residents reported feeling safer after their time at SPAN’s Emergency Shelter
- 96% of SPAN’s Counseling clients indicated that their counseling sessions had helped them develop better strategies for safety and stability
- 83% of individuals who received support from SPAN’s Advocacy Program while seeking a Protection Order were successful in their application to the court
- 97% of the Transitional Services clients who graduated from the program had found permanent, stable housing by the time they exited SPAN’s services, 89% had secured stable employment, and 28% were enrolled in school.

4. **Evaluation:** In 2014 SPAN provided direct services to 404 individuals from Louisville, a 22% increase over 2013. Direct services to Louisville residents included providing emergency shelter to adults and children who were fleeing violence, and responding to crisis hotline calls from Louisville residents. Louisville residents received support, advocacy and crisis intervention services immediately following a domestic assault through SPAN’s Legal Advocacy Program, and individuals were given assistance in obtaining protection orders and addressing legal issues related to their experience of violence, including divorce, child custody, and immigration matters. Adults and children participated in individual and group counseling services, received comprehensive case management and support services designed to help them create lives that are safe, stable and free from violence.

Overall, 96% of adult clients who completed surveys in 2014 reported having increased strategies for safety and enhanced knowledge of available community resources as a result of their experience in SPAN’s services.

5. Leadership

Board of Directors: SPAN’s Board of Directors may range in size up to 25 members. Members are elected for a 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. As of August 1, 2015, SPAN has twelve Board Members and one is a resident of Louisville.

Staff: SPAN has a staff of 30, with 22 full-time positions and 8 part-time. At this time, no SPAN staff reside in the City of Louisville.

Volunteers: 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 2014, 349 volunteers contributed 36,326 hours to SPAN, more than doubling our capacity to serve.

Program administration: 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. The program is coordinated and supervised by the agency's Counseling Program Director.

6. **Please identify any other agencies that are currently similar services to the targeted population. Describe any cooperative efforts between your agency and other agencies.** 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, Clínica 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.
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.

Requests for services from residents of Louisville continue to rise at SPAN. So far this year the SPAN Tri-City Outreach Program has provided the following services to residents of the City of Louisville:

- Emergency shelter to 10 adult and child victims of domestic violence
- Counseling services to another 33 individuals
- Legal advocacy to 21 adults
- Transitional Services, including housing assistance and long term case management, to 10 individuals
- Responded to 165 Crisis Hotline calls

**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.
Tri-City Program only

<u>Source of Funding</u>	<u>Estimated/Requested Funding Amount</u>	<u>Percent of Total</u>
Public Support/Donations	\$ 21,897	13.9%
United Way	\$ 4,565	2.9%
IBM Employee Designation	\$ 500	.3%
Client Fees	\$ 500	.3%
City of Louisville	\$ 2,500	1.6%
City of Lafayette	\$ 3,500	2.2%
City/County Broomfield	\$ 9,000	5.7%
17th Judicial District VALE	\$ 14,574	9.2%
Boulder County	\$ 17,134	10.8%
Colo Dept Human Svs - DVP - FVP-ACT	\$ 27,610	17.5%
Office Victim Programs - VOCA/VAWA	\$ 39,750	25.2%
Grants - Foundations/Trusts	\$ 16,500	10.4%

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

Signature



Agency Director

303-449-8623
Telephone Number

anne@safehousealliance.org
E-Mail Address

Signature



Board President

303-926-6930
Telephone Number

JCKnapp@earthlink.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.

**Safehouse Progressive Alliance for Nonviolence - Board of Directors
July 2015**

Board Member & Position	City/County Residence	Occupation/Professional Affiliation	Term Date
Judy Knapp, Chair	Louisville, CO 80027	Lead Analyst, Lockheed Martin	June 2006 – June 2016
Lisa Darby, Vice Chair	Boulder, CO 80301	Meteorologist, National Oceanic and Atmospheric Administration	September 2011- September 2016
Colleen Ostlund, Member	Boulder, CO 80301	Home Healthcare Provider	September 2010- December 2015
Asha Andresen, Treasurer	Denver, CO 80211	Accountant, Dignity Care	August 2014- August 2017
Sara Horn, Secretary	Boulder, CO 80304	Graduate Student	February 2011- December 2015
Jean Bowen, Member	Broomfield, CO 80023	Chef/Owner, Cuisine by Jean Catering; Tech IV, CU Boulder, Inst. of Cognitive Science	April 2015- April 2018
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 2016
Debbie Ramirez, Member	Boulder, CO 80305	Volunteer Coordinator, Boulder County Dept. of Housing & Human Services	May 2014 – May 2017
Marisol Rodriguez, Member	Broomfield, CO 80021	Registered Psychotherapist; Child & Family Investigator, State of CO Judicial Dept.	May 2014 – May 2017
Denice Walker, Member	Lafayette, CO 80026	Adjunct Lecturer, University of CO, Boulder	Dec 2014- Dec 2017
Willa Williford, Member	Boulder, CO 80304	Housing Division Director, Boulder County	February 2013- February 2016
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.

Nora Hartmann, Shelter Program Director. Nora joined SPAN as Shelter Program Director in September 2013. She received her M.A. in International Relations & Diplomacy in Paris, France, as well as a French M.A. in Strategic Negotiations. Nora has worked with shelter programs for victims of domestic violence and for individuals with mental health issues in California and Alaska. She has worked as a Shelter Site Manager and Programs Manager as well as supervising various aspects of mental health and human rights agencies since 2006.

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.

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.



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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization St. Benedict Health and Healing Ministry
Program Title or General Operating
Contact Person Rev. Sally Bowersox Title Executive Director
Address PO Box 325, Louisville, CO 80027
Telephone 303-380-3132 E-Mail sallyann.bowersox@gmail.com

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin 1/1/2016 End 12/31/2016

Grant Amount Received for 2015 (if applicable) \$ 400

Grant Amount Requested for 2016 \$ 3,000

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?

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 13 free medical clinics each month to homeless and under/uninsured individuals and families.

St. Benedict provides 13 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.

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. 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. SBHBM 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, SBHBM 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 13 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 SBHBM 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: 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 services provided by St. Benedict to residents of Louisville. In 2013, 4% 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 success and challenges. What, if any, changes will you implement to address this evaluation?

- 362 Physician or Nurse Practitioner visits were provided at no cost.
- 512 Nurse visits were provided at no cost.
- 54 Paramedic visits were provided at no cost.
- 134 Acute illness or trauma patients were seen at no cost.
- Veterans Helping Veterans Stand Down Event served 34 individuals at no cost.
- Over 250 health service referrals were made.
- These included: Clinica Campesina, People's Clinic, Dental Aid, Mammography, Salud Clinic, Urgent Care and the Emergency Room
- In partnership with Boulder Community Hospital 17 patients received flu shots at no cost and 34 patients received foot care via the Sunday Free Clinics.
- In partnership with HOPE, a Free Clinic was provided on Christmas Day via their Room at the Inn event at Heart of Longmont Church. 64 individuals were seen in outreach that day!
- 72 Community Contacts made in partnership with First Presbyterian Church during their Holy Saturday Foot Washing Event.
- In-Kind donations such as handmade hats, socks, personal care items, medical supplies, dental supplies, medications and office supplies exceeded \$5,900 in value.

In 2015, St. Benedict began partnering with DentalAid. St. Benedict is also increasing its outreach to veterans 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?
9 members of the board of directors
2 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?
1 full-time employee
- Does your organization utilize volunteers? If yes, provide a brief description of their roles and the approximate number of volunteer hours donated in a year.
 - Over 40 volunteer Health Care professionals, Spanish translators and other volunteers provided greater than 9300 Health Care services to guests via 13 Free Clinics per month and the Don Burt Community Care Program!
 - Over 45 key volunteers provided over 3000 hours of volunteer time equating to \$108,044 Value of Volunteer Service Time!
 - This breaks down as follows: \$53,713.82 in Clinical Value for Volunteer Service Time and \$54,330.66 non-Clinical Value for Volunteer Service Time.

Rev. Sally Bowersox, St. Benedict's executive director, is responsible for the administration of this program.

6. Please identify any other agencies/organizations that are currently providing similar services to the targeted population. Describe 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. 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, Clinical 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.

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

In 2014, St. Benedict received approximately \$108,044 in volunteer support. St. Benedict is able to leverage its dollars to provide significant services due to its large volunteer support.

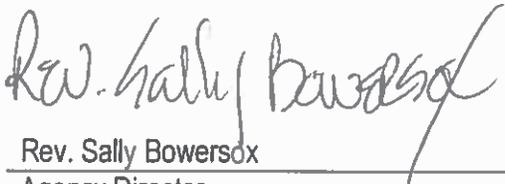
**CITY OF LOUISVILLE, COLORADO
GRANT APPLICATION FOR NON-PROFIT ORGANIZATIONS**

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
Faith Community	16,700	6.5
Direct Mail	3,500	1.7
Donations	2,000	.8
Special Events	36,400	14
Grants	66,460	27
Interest	50	0
Restricted	3,000	1
In-kind	125,500	49
Total	253,610	100

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

Signature

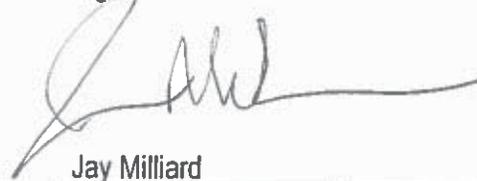


Rev. Sally Bowersox
Agency Director

303-380-3132
Telephone Number

sallyann.bowersox@gmail.com
E-Mail Address

Signature



Jay Milliard
Board President

720-564-1231
Telephone Number

jmillard@amadeusconsulting.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.

St. Benedict Health and Healing Ministry 2015 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.

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

Director of Hospital Medicine Services at Boulder Community Hospital, 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 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. 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.

Ms. Sandi Klatt, RN, BSN, CHPN, Vice President

Registered Nurse, Kaiser Permanente Palliative Care. BA in English from University of Colorado, Boulder, A.D in Nursing, BSN. Have lived in the Boulder area since 1989 and truly enjoy my work as a nurse.

Residence: Niwot

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.

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.

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.

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.

Mr. Mark Biggers

Chairperson for the Don Burt Community Care Program. Residence: 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. Jen Urbonas

Volunteer Coordinator. Residence: 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

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 14, 2015

Required Attachments:

- ✓ Current year organizational budget summary identifying revenues and expenditures.
- ✓ Financial statements 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.

Organization SISTER CARMEN COMMUNITY CENTER

Program Title or General Operating FAMILY RESOURCE CENTER

Contact Person EMILY SWIFT Title DEVELOPMENT ASSOCIATE

Address 655 ASPEN RIDGE DR, LAFAYETTE, CO 80026

Telephone 303-665-4342 x 115 E-Mail emily@sistercarmen.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin ONGOING End _____

Grant Amount Received for 2015 (if applicable) \$ 2,700

Grant Amount Requested for 2016 \$ 2,700

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 assisted individuals and families as they move positively toward self-sufficiency in the areas of housing, financial planning, employment, food security, relationship building, self-advocacy and public benefits enrollment. Since becoming a Family Resource Center (FRC) in 2012, we emphasize family-centered programming designed to assist participants to realize their goal of self-sufficiency in the most effective and enduring way possible. A central component in achieving this goal is to support participants as they identify and build upon their inherent strengths and natural community supports.

Need: According to the Boulder County *TRENDS* Report published in 2013 by the Community Foundation of Boulder County:

- 28% of residents live within 200% of the federal poverty guideline: \$23,000 annually for an individual and \$47,000 for a family of four
- 14% residents lives below the federal poverty level
- 35% of Latino children live in poverty
- The number of local people living in poverty has increased by almost 50% since 2000
- Children are the fastest growing segment of the population living in poverty
- Boulder County has the highest rental price per-square-foot and the lowest vacancy rate in the Denver Metro area in 2012.

Another vulnerable population we serve at SCCC is underemployed residents. In 2014, 38% of those we served were employed, but still required financial assistance. The average income of an SCCC participant household is \$1,194, in comparison to the average rent as indicated by Housing Helpers for a two bedroom apartment in Boulder County which is \$1,000 minimum. Being unable to earn a livable wage is one of the biggest barriers to overcoming poverty. Since the 2008 Recession, SCCC has witnessed many middle class families experiencing poverty for the first time. This pattern 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. We have also witnessed a consistent increase of residents seeking our services from 7,009 to 8,117 participants (a nearly 13% increase) between 2012 and 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.

SCCC is applying for 2016 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. Our programming is organized into the following three areas: Nutrition & Healthy Living, Individual & Family Advocacy, and Child & Parent Services, as outlined below:

NUTRITION & HEALTHY LIVING

Food Assistance: In 2014, 1,289,558 lbs of food were distributed to 2,615 households. Emergency food boxes are available to anyone in need. Households receive two weeks' worth of food per participant household. On average, a family of four takes home 90 pounds of food per visit. Our priority is to provide nutrient-dense food, which is made possible in part by offering produce that is grown from our onsite, organic garden. We expect food assistance to continue to increase in 2015.

Nutrition & Cooking: We held 502 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. Held 642 kids' nutrition classes that focus on each food group, how food grows, and hands-on activities in our garden.

Exercise: 186 participants attended free yoga, Zumba and walking club. Six exercise classes are held weekly. Child exercise classes are held three times per week for 60 minutes at Sanchez Elementary School. Funding for adult exercise has ended, however we will offer limited classes in 2015.

Medical & Dental: 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.

Counseling: We have two onsite therapists from Mental Health Partners working with participants. Therapists assist individuals through Solutions-Focused Brief Therapy. We anticipate they will provide services to over 100 participants in 2015.

INDIVIDUAL & FAMILY ADVOCACY

Advocates provide one-on-one guidance, information, resources and support to assist participants in meeting their basic needs and their long term goals of self-sufficiency. Advocates connect individuals and families to comprehensive and coordinated services and help develop a focused, self-directed plan that addresses their current needs so they may regain self-sufficiency.

Advocates provide resources to increase knowledge on financial planning and budgeting, parenting, job coaching and resume assistance, help with enrollment in healthcare and/or public benefits. Advocates also help prevent homelessness by evaluating participants on a case-by-case basis to determine if they qualify for direct financial assistance with their rent, mortgage or utility bill.

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

We emphasize identifying and utilizing existing strengths within the family to help parents provide a healthy, safe, and loving environment for their children. We offer parenting education through the Bright Beginnings program and a partnership with the Boulder Institute for Psychotherapy & Research. A mental health therapist facilitates various parenting support groups and offers a variety of educational opportunities and techniques to accommodate multi-dimensional families and differing socio-economic circumstances.

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. Advocates are trained to conduct the Ages and Stages screening questionnaire to determine if a child needs a referral for a professional health screening.

We help parents apply for assistance from the Child Care Assistance Program to help remove childcare as a barrier to parents' employment. Participants may also be directed to our local Child Care Resource & Referral agency as well as the Qualistar online provider search.

Annually, we collaborate with seven local agencies for the Crayons to Calculators school supply drive for BVSD and SVVSD. In 2014, we helped facilitate the collection and distribution of 10,000 backpacks filled with necessary school supplies.

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.**

Qualitative and 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.

Below is an overview of who we served in 2014:

- Served 8,117 participants
 - 77% live in Lafayette
 - 16% live in Louisville (or 1,299 individuals)*

- 4% live in Erie
- 3% live in Superior
- 39% are children
- 54% are single or divorced
- 13% are seniors
- 48% are unemployed
- 9% are retired or on fixed income
- 38% are underemployed
- 28% are on Social Security
- 32% have no health insurance
- 56% are female and 44% are male
- 24% are on Social Security disability

* In 2013, we served 1,292 individuals from Louisville, signifying a slight increase—and steady demonstration—of need from Louisville residents from the years 2013 to 2014. We expect to serve a similar number of Louisville residents in 2015.

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

Success is represented 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.

Our advocates, staff and volunteers are trained in Strengths-Based Approach, a strategy which has been included in Boulder County's Strategic Plan. Using this strength-based method when working with our participants, we identify and support participants' natural strengths and community connections to help them successfully reach long-term sustainability. Thus, participants identify and steer their service goals and plans, with SCCC supporting them as they move away from situations of crisis toward stable and thriving conditions. Using this method, participants have the opportunity to grow by advocating for themselves and their families. In 2014, 971 households moved along the continuum from crisis to stable—since initial contact with an advocate—and worked positively 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

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 138 families from becoming homeless
- Assisted 234 families in working towards/obtaining employment.
- Educated 672 families on financial planning/budgeting.

- Helped 325 families move from being food insecure to no longer needing food stamps.
- Connected 224 families with health insurance.
- Supplied nutritious food to 2,615 families.
- Engaged 971 households in forming relationships to enhance support system during a time of crisis. A key component to becoming self-reliant.
- Supported 340 families on self-advocacy.
- Educated 81 parents on parenting skills and 21 children attended a concurrent class to develop skills to build stronger relationships with their family.
- Helped 231 families with payment of their utility bill. A low-cost act that helps keep people in their homes.
- Distributed \$17,933 of essential items through our thrift store.
- Successfully enrolled 193 participants in public benefit programs.

In partnership with Flatirons Community Church, SCCC identified seven participants to attend certificate programs at Front Range Community College. Each participant works with an advocate to receive supportive services throughout their college experience to help ensure success. These professional certificate programs were selected through a research process via the Colorado Department of Labor that would yield a living wage. We look forward to the results and hope to offer this opportunity to other participants so more may reach financial security and independence.

* Please see our *2014 SCCC Highlights*, included with this application, for a complete description of our impact in 2014.

Challenges and Successes:

Limitations we encounter include overcoming the barriers participants face when working toward self-sufficiency. The Cliff Effect—referring to the situation when families who receive public benefits lose those benefits when their earnings increase—is a major challenge faced by our underemployed participants. The 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 obstacle faced by our participants is the inability to earn a living wage, which limits the achievement of long-term, economic sustainability. SCCC offers job coaching, career counseling, resume help and interview preparation to help improve participants' employment situation. In order to make even bigger strides toward helping participants secure a livable wage, we partnered with Flatirons Community Church in the program, THRIVE (Transformation at Work), referring seven participants to enroll in certification courses at Front Range Community College. The courses were selected based upon existing strengths of participants and were identified as more likely occupational areas in which a living wage could be earned by graduates. We are looking forward to the results of this program.

Changes:

With the growth SCCC has experienced over the last three years, our goal for the next two to three years is to focus on the current services we provide. If funding allows, we may expand those services and offer more financial assistance.

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 last year, 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 32 staff members, 24 of which are full-time and five of which (21%) 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.**

In 2014, we had 500 volunteers donate 24,000 hours of their time. 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 32 employees is responsible for the administration of our FRC program and services, including the operation of our thrift store.

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.

SCCC is the only center providing comprehensive family-focused services to low-income residents in our area.

Through our collaborative efforts with Emergency Family Assistance Association in Boulder and the Outreach United Resource (OUR) Center in Longmont we regularly meet to discuss trending issues, prevent duplication of services, identify root causes and participate in a bulk-food cooperative for food purchases. In addition, we collaborated with Boulder County in developing the Human Services Strategic Plan and the Plan to End Homelessness, and we actively work with the Boulder County Community Action Programs on the Circles Campaign to End Poverty. Additionally, we participate in the Crayons to Calculators school supply drive, the Efforts to Outcomes database collaboration, and offer health and nutrition classes for kids at local public schools. 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.

In order to make even bigger strides toward helping participants secure a livable wage, we partnered with Flatirons Community Church in the program, THRIVE (Transformation at Work), referring seven participants to enroll in certification courses at Front Range Community College. The courses were selected based upon existing strengths

of participants and were identified as more likely occupational areas in which a living wage could be earned by graduates.

We share our Aspen Ridge facility with four agencies that also provide valuable services to the community. Dozens of other agencies partner with us on a regular basis regarding participant referrals.

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 four years we have observed a steady demonstration of need from the residents of Louisville with, this past year, serving 1,299 individuals, which is the equivalent of 98%* of the Louisville's impoverished population.

* This percent is based upon 2013 data from the US Census Bureau, which reports the City of Louisville as having a 6.8% poverty rate, or 1,331 residents.

Note: Our most recent 2014-2015 fiscal year's financial statements will not be available until early 2016. Please find our most recent financial statements attached to this application.

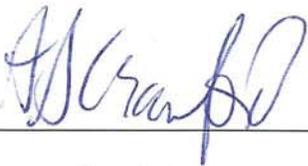
Please list all funding sources anticipated for the 2015 calendar year for the entire program/agency.

Below is an itemization of our cash budget. In-kind gift projections for FY 15 -16 is \$2.6 million.

Fiscal Year 15 – 16

<u>Source of Funding</u>	<u>Estimated Amount</u>	<u>Percent of Total</u>
Donations Income	\$496,000	30.0
F.E.M.A.	\$11,000	0.7
FRCA (Family Resource Center Association)	\$128,000	7.8
Government Contracts	\$396,000	23.4
Grants	\$307,000	19.0
Thrift Store Sales	\$279,487	17.0
Salvage	\$25,000	1.5
Tenant Lease Income	<u>\$9,985</u>	<u>0.6</u>
	\$1,652,472	100%

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



Suzanne Crawford
Chief Executive Officer
suzanne@sistercarmen.org
303-665-4342 ext. 104



Don Sprague
Board Chair
dons@libertyhomeloans.com
720-890-8700

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.



Who we served...

8,117

— *participants served—without discrimination—with a safe, accessible place to connect with comprehensive, coordinated services in their own community.*

500
volunteers
worked
24,000 hours

77% Lafayette, 16% Louisville, 4% Erie and 3% Superior

39% are children

13% are seniors

9% are retired or fixed income

28% on social security

56% female & 44% male

54% are single or divorced

48% are unemployed and looking for work

38% are working or underemployed

32% have no health insurance

24% social security disability



Our Programs



Individual and Family Advocacy connects participants to comprehensive and coordinated services to develop a focused self-directed plan to regain self-sufficiency. Advocates encourage and provide resources to increase knowledge on financial planning, and budgeting, parenting, job coaching and resume assistance, and help enrolling in public benefits. Advocates help prevent homelessness by evaluating participants on a case by case basis to determine if they qualify for direct financial assistance with their rent, mortgage or utility bill.

971 families moved towards meeting their goal of economic stability and self sufficiency in one or more of these areas since their initial contact with an advocate. These families have moved along the continuum from a crisis to stable, and, optimally, to thriving:



Housing*

637 households



Financial Planning

672 households



Employment

234 households



Food Security**

325 households



Relationship Building***

923 households



Self-Advocacy

340 households



Healthcare Access

224 households

*43 HSP participants served

**participant no longer receiving food stamps

***an integral factor towards self-sufficiency

Life Essentials

Rental and mortgage assistance - 138 families received \$90,946 in direct financial assistance to stay or move to a sustainable housing situation.

Utility assistance - 231 households received help with their utility bill, assistance totaling \$101,853.

Public benefits enrollment - 193 participants were successfully enrolled for qualifying benefits.

Essential items – clothing, beds, kitchen items are distributed through our thrift store vouchers, assistance totaled \$17,933.

Home visits – 69 home visits were conducted to reach out to isolated families in need.

Our Programs (cont.)



Nutrition and Healthy Living program enhances overall health and promotes health and wellbeing in our community.

Nutrition



Nutrition and Healthy Food Choices – 502 classes/183 participants attended a cooking class, nutrition or gardening workshop.



Increase and Promote Exercise — six classes per week/186 people participated in Yoga, Zumba ,Walking Group or CATCH Kids afterschool exercise programs.



Organic Garden – participants’ trade garden work for fresh garden produce, with any surplus produce supplying our food bank.



Food Bank
1,289,558 lbs of food distributed and 2,615 households served.

Emergency food boxes and holiday provisions are available to anyone in need.

Wellbeing

Health Screenings – 37 onsite child screenings for young children of all ages and stages of development. Basic health screenings for diabetes, blood pressure, mammograms are also coordinated through our partnership with community healthcare organizations.

Prescription Assistance — 19 households received prescription assistance valued at \$1,803.

Mental Health – 64 participants received professional counseling support.

Insurance – assisted 320 participants in applying for insurance, successfully enrolling 224.



Child & Parent Services help families provide a healthy, safe and loving environment for their children.

School Supplies

Crayons to Calculators: Helped collect 10,000 backpacks full of necessary school supplies for Boulder and St. Vrain students.

Being Active



– a healthy living collaboration with Sanchez Elementary School. This after school program meets for one hour, three times per week, during which kids exercise and learn about food and nutrition.

Exploring Food Together – 296 classes/131 participants

Eating Smart Being Active – 226 classes/37 participants

Community Garden – 120 activities/26 participants



Family Education

Nurturing Parenting – 24 class sessions with 41 adults and 21 children. Children attend concurrent class sessions to help develop the emotional tools and skills to build stronger relationships with their family.

Alcohol and Kids Don't Mix – 40 adults participated in a total of 10 class sessions.

Highlighted Partnerships



THRIVE – a program that identifies ideal candidates to attend a certificate program at Front Range Community College with the goal of helping these participants attain a living wage career upon graduation. Currently seven participants are enrolled and work actively with a Family and Individual Advocate to receive supportive services and resources throughout their college experience.



Family Resource Center – SCCC maintains a membership with the Family Resource Center Association and conducts an annual assessment to evaluate the standards of quality for family strengthening and support. SCCC currently meets these standards and ranked as excellent in many of the categories. **167**

Sister Carmen Community Center

Board of Directors

Don Sprague – Chair
Liberty Home Loans
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

Joel Sayres
Faegre Baker Daniels LLP
Superior, CO
2016 (end of first term)
Attorney: general legal advice

Pat Minniear
Milo Construction Corporation
Boulder, CO
Business owner

Ralph Mitchell
DaVita
Broomfield, CO
2018 (end of first term)
IT Director: business expertise

Kathy Rimar
2950 Hunt Ct.
Erie, CO 80516
2019 (end of first term)
Retired Attorney and licensed professional counselor

Robert Roby
Exempla Good Samaritan Medical Center Foundation
200 Exempla Cir
Lafayette, CO 80026
2019 (end of first term)
VP / Executive Director Foundation

Key Staff

- Suzanne Crawford, Chief Executive Officer
- Marc Cowell, Director of Programs
- Myra Cseke, Director of Development
- Claire Davis, Director of Thrift Store
- Dan Greeley, Director of Facilities & Operations

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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization TRU Community Care

Program Title or General Operating General Operating

Contact Person Darla Schueth Title President & CEO

Address 2594 Trailridge Drive East

Telephone (303) 604-5244 E-Mail darlaschueth@trucare.org

Non-Profit Status Yes No In Process

Program Duration (if applicable) Begin _____ End _____

Grant Amount Received for 2015 (if applicable) \$ 1,500

Grant Amount Requested for 2016 \$ 1,500

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 work 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. 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 the most recent National Hospice Foundation research, an estimated 1.5 million Americans received end-of-life care in 2013 (NHPCO Facts and Figures: Hospice Care in America. Alexandria, VA: National Hospice and Palliative Care Organization, October 2014.). Most of them received this care in the comfort of their homes, surrounded by the people they love rather than enduring repeated hospitalizations. A new study in the Journal of the American Medical Association shows cancer patients in hospice care experience fewer hospitalizations; fewer costly, invasive procedures; and are more likely to die at home. The study also concludes that healthcare costs in the last year of life were about \$9,000 lower per hospice patient (Obermeyer Z, Makar M, Abujaber S, Dominici F, Block S, Cutler DM. Association Between the Medicare Hospice Benefit and Health Care Utilization and Costs for Patients With Poor-Prognosis Cancer. JAMA. 2014; 312(18):1888-1896. doi:10.1001/jama.2014.14950).

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 (indigent care, 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.
- **Qualitative measures:** How will you measure the success of this program/activity?

TRU Community Care serves people of all ages with any 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 other facilities 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.

Success of the program is evaluated by TRU's Vice President of Quality and Compliance who receives, analyzes, and disseminates evaluation results and implements appropriate improvement strategies. This information is monitored by TRU's Board of Directors' 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?

In 2014, we served 1,691 patients and families. A total of 168 Louisville patients received hospice care during 2014, which represents 13.8% of our hospice census. Additionally, 109 Louisville residents benefited from counseling through our grief support groups. Many more attended educational presentations, including training and support at area nursing facilities and advance planning presentations in the Louisville area.

Our main challenge is relative to declining Medicare reimbursements and increased regulation. Increasing regulatory scrutiny by the Medicare program drives up administrative costs and makes it more difficult to keep people on TRU Hospice for longer lengths of stay, undermining our ability to spread program costs. Considering 82.3% of hospice patients are Medicare beneficiaries, TRU will address this challenge by increasing the number of people served to spread costs effectively while maintaining high quality care.

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, 22 members served on our Board of Directors, 1 of them 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?

TRU Community Care employs the full time equivalent of 129 staff, 10 of whom 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.

In 2014, 383 active volunteers (9 who reside in Louisville) contributed 27,731 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?

TRU Community Care's Board of Directors provides guidance and governs overall agency function to ensure optimum effectiveness. The President & CEO and Department Vice Presidents and Directors regularly review patient statistics, quality of care, finances, and policies. Our Vice President of Quality and Compliance continuously collects qualitative and quantitative data, analyzing and disseminating results and implementing improvement strategies as appropriate. Evaluation information is reviewed and monitored by the Quality and Compliance Committee, a standing committee of the Board of Directors, which meets five times a year. Patient care is provided by interdisciplinary teams that include physicians, nurses, social workers, chaplains, certified nursing assistants, counselors, and 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.**

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 an 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 Balfour Senior Residences in Louisville. Our 10-bed in patient 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 in-patient unit of its kind in Boulder County.

Other agencies in our area that provide hospice services include; Agape, Accent, Covenant, Family Hospice, 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. Our staff collaborates with and refers to other nonprofit agencies when 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 residents. 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 TRU Hospice Care Center. We operate both of these lines of service without regard to the operating losses they represent. Together, these services represent almost \$700,000 in costs annually and are two of the reasons we ask our communities to invest in our care offerings.

**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
Government Grants		0.10
Foundations		0.15
Events (including sponsorships)		1.5
Individual Contributions		4.5
Fees/Earned Income		92.0
Workplace Giving Campaigns		0.2
In-Kind Contributions		0.1
Other: Investment, miscellaneous		1.45

*Our 2016 budget has not yet been finalized. The data provided represents our funding sources for the 2015 calendar year for the entire agency. We are happy to provide the information requested when it is available.

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

Signature



Agency Director

303.604.5244

Telephone Number

darlaschueth@trucare.org

E-Mail Address

Signature



Board President

303.604.6030

Telephone Number

tschafer@stmlawfirm.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.



formerly HospiceCare of Boulder & Broomfield Counties

COMMUNITYCARE

Hospice | Supportive Services

JULY 2015 Board Directory

<p>ALVES, Goldino "Dino" (Vanessa) 835 E. Heartstrong Street Superior, CO 80027 C: 303-704-3006 Alves.phd@gmail.com</p>	<p>Principal of Consulting Firm, Foster ProcessTech, Technology Development & Process Improvement Effective 1/10</p>
<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</p>
<p>BRENNING, Bryan 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</p>
<p>ERAKER, Jim (Marci) 721 Glenhaven Court Boulder, CO 80303 H: 303.658.9378 C: 720-273-4818 j.eraker@comcast.net</p>	<p>Staff Consultant (Physics), Astrophysical and Cryogenic Systems, Ball Aerospace Effective 1/10</p>
<p>ERICSON, Barb 1854 Frontier Road Greeley, CO 80634 P: 970-330-0414 barb.ericson@me.com</p>	<p>Community Volunteer Effective 7/2014</p>
<p>EVANS, Martha (Marty) C. (Robert Trembly) Secretary 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</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>Controller, Longmont United Hospital Effective 1/14 Chair, Finance Committee Executive Committee</p>

<p>HAMM, Dave (Janet)—Immediate Past Chair 200 Exempla Circle Lafayette CO 80026 W: 303.689.5212 H: 303.972.8715 F: 303.689.5241 hammd@exempla.org</p>	<p>President and CEO, Good Samaritan Medical Center Effective 1/10 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 Chair, Northern Colorado Committee</p>
<p>HOGAN, Ginny 2035 2nd Ave Greeley, CO 80631 P: 970-978-6574 970-313-4400 Ginny.Hogan@coloradopremium.com</p>	<p>Colorado Premium Foods, VP, Supply Chain Management Effective 7/2014</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</p>
<p>MUNSON, Bill (Amy) 11 Eagle Nest Lane, PO Box 397 Lyons CO 80540 H: 303-823-5247 W: 720-854-7433 C: 970-290-4395 F: 303.440.2435 bmunson@bch.org</p>	<p>Vice President & CFO, Boulder Community Health Effective 1/10</p>
<p>MUTH, Sara 1982 Dove Creek Cir Loveland, CO 80538 P: 970-690-2647 O: 970-336-6087 smuth@1stnationalbank.com</p>	<p>First National Bank, Branch Manager Effective 7/2014</p>
<p>OBERMEIER, Michele (Bill) 4260 Wild Horse Drive Broomfield, CO 80023 mobile: 303/257-3922 moberme@earthlink.net</p>	<p>Retired Communications Executive Effective 1/14</p>

<p>ROMEO, Rick (Karen), Vice-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)— 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</p>
<p>SCHIRMER, Marcia 2 Benthaven Place Boulder, CO 80305 C: 303.870.9610 W: 303.499.9646 Marcia.schirmer@comcast.net</p>	<p>Principal of Consulting Firm, The Schirmer Office, Nonprofit Management and Development Effective 1/10</p>
<p>SCHUETH, Daria (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 dariaschueth@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@1stnationalbank.com, dslough@fnni.com</p>	<p>Senior Advisor First National Wealth Management, Boulder Effective 1/11</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>STEINHAEUER, Dr. Peter (Julie) 7492 Spring Drive Boulder, CO 80303 H: 303.499.1278 peter.steinhauer@cu.edu</p>	<p>Retired, Oral and Maxillo-Facial Surgeon and University of Colorado Board of Regents Effective 1/11 Quality & Compliance Committee, Chair</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 1/14</p>



formerly HospiceCare of Boulder & Broomfield Counties

COMMUNITYCARE

Hospice | Supportive Services

2015 Key Staff

Darla Schueth, RN, MBA | President & CEO

Appointed in 2001, Darla brings over 20 years of experience leading hospice organizations. Prior to her appointment at TRU, she served as Executive Director of HospiceCare of DC in Washington, DC and Hospice of Northern Colorado, Greeley, Colorado. She is recognized as a national leader in the hospice industry and has served on the Board of Directors of the National Hospice and Palliative Care Organization (NHPCO) and as President of the Board of Directors of the Colorado Center for Hospice and Palliative Care. She also served as President of Boulder Rotary. In 2011 Darla was appointed to the Board of Advisors for the University of Colorado Leeds School of Business Deming Center for Entrepreneurship and served for three years. Darla received the Boulder Chamber of Commerce Women Who Light the Community Award in 2005 and the Daily Camera Pacesetter Award for contributions in science, medicine, and health in 2010.

Cynthia (Cindi) Werner | Executive Director, Hospice of Northern Colorado

Having served hospice organizations since 1992 in North Carolina, Florida, and Tennessee, Cindi joined Hospice of Northern Colorado in 2008 and was appointed Director of Operations in 2011 and now, Executive Director. She began her career as a hospital and then hospice social worker. She has facilitated discussions about end of life issues to politicians, universities, healthcare providers and the general public. Cindi received the Weld County Public Health Champion Award in 2010. She was raised in North Carolina and received a bachelor's degree in social work from Western Carolina University and master degree in social work from Colorado State University. She and her husband are the proud parents of two teenage daughters.

Shirley Huang, MD | Medical Director

A graduate of Tufts University School of Medicine in Boston, MA, Dr. Huang is board certified in Internal Medicine and Geriatric Medicine. She has held numerous teaching positions and has been a Premedical Student Mentor/Clinic Supervisor since 2010. She has lectured extensively on topics ranging from Aging, Elder Abuse and Neglect to Breast Cancer and Cardiovascular Health Screenings. Prior to joining TRU's staff in 2013, Dr. Huang was a Clinic Director, Internist & Geriatrician for Boulder Community Hospital. She is an Elder Abuse and Neglect Expert Witness for the Boulder County District Courts. In her current role, Dr. Huang oversees medical services at TRU and works closely with community physicians to ensure high quality patient care

Denise Hendrickson, RN, MPA | Vice President Clinical Services

Having recently moved from the Pacific Northwest to Colorado, Denise is the newest member of TRU's executive team and brings more than 20 years of nursing experience

including teaching and clinical management. While Denise has worked in a variety of settings along the health care continuum, most of her clinical experience has been in acute care, and hospice and palliative care. With an interest to successfully implement patient centered health care policies at the organizational and public levels, she received her Master's in Public Administration and moved from the bedside to administration. Since then, Denise has focused on providing quality care to all patients and a positive workplace to all staff by implementing clinical practices that are patient focused and sustainable.

Pat Mehnert, RN, MN | Vice President of Quality and Compliance

Well-known and highly respected in our service area, Pat has worked for TRU since 1991 as a clinical manager and leader. In her current role, she oversees quality and compliance across the organization. Pat also serves as an instructor and mentor in leadership training for the National Hospice and Palliative Care Organization and on the NHPCO Standards and Quality Committee. She is certified in hospice and palliative care nursing and administration and received the Colorado Center for Hospice and Palliative Care's Spirit of Hospice Award in 2005.

Scott Gresser, BS Accounting | Vice President & Chief Financial Officer

While completing his third term on TRU's Board of Directors, Scott applied to serve as CFO and successfully transitioned into the role in March 2012. A seasoned financial executive with over 20 years of leadership experience in publishing and broadcasting industries, he is well equipped to oversee finance, facilities, information technology, and administrative functions of the agency.

Carlene Crall | Vice President Human Resources

Carlene brings over 30 years of human resource experience, over 20 of which have been spent in the healthcare industry. She is responsible for our Human Resource function at TRU and HNC as well as TRU's Volunteer Services department. Prior to joining TRU, Carlene served on the executive teams of health systems along the Front Range, including Billings Clinic in Montana, University of Colorado Health in Colorado Springs and, Cheyenne Regional Medical Center in Wyoming. In addition to her human resources experience, Carlene's background also includes oversight of physician practices, volunteers, spiritual care and support service areas in the health systems she has served. Carlene is an Ohio native, graduating from Bowling Green State University with a degree in hospital personnel administration.

Beth Davis, MS | Vice President of Business Development

Beth joined our staff in August 2013. She is passionate about developing innovative services and mobilizing high performing teams to provide responsive, unparalleled care to patients, family members, and healthcare partners throughout our community. With a Master of Science in Health Policy and Management from Harvard School of Public Health and over 20 years of executive experience in national for-profit and local non-profit healthcare organizations, Beth is prepared for and energized by the challenge of

optimizing opportunities in the ever changing healthcare environment to keep TRU at the leading edge of delivering the highest quality care available.

Annette Mainland, BA | Vice President of Philanthropy

Dedicated to matching donors' philanthropic goals with the needs of community-based organizations, Annette's industrious efforts have improved the quality of life for thousands of people served by a wide variety of nonprofit agencies in our area and beyond. A graduate of Georgia State University, she has over 20 years of development experience including directing fundraising efforts, teaching grant writing skills, organizing special events, and speaking about best practices. Annette enthusiastically embraces TRU's mission and joined our staff in 2013 to mobilize people and resources for optimum long-term impact in our community.

Bob Thorn, MBA | Vice President of TRU Senior Care

With over 20 years of demonstrated success in healthcare administration, business development, strategic planning, medical practice operations and more, Bob is the perfect person to head TRU's new *Program of All-Inclusive Care for the Elderly (PACE)*, called TRU Senior Care. Having worked for numerous health systems, including Boulder Community Health (formerly Boulder Community Hospital), Bob has always been committed to ensuring patients receive the highest quality care in the most appropriate settings. He believes the PACE program is the population health management of the future. The *Triple Aim*: is a framework designed for 1) Improving the health of a population; 2) Enhancing the experience and outcomes of patients; and 3) Operating most efficiently. This is a perfect fit with the PACE philosophy. Bob is enthused about bringing the PACE program to the people of Boulder Country and Southwest Weld County.



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 14, 2015

Required Attachments:

- Current year organizational budget summary identifying revenues and expenditures.
- Financial statements 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.

Organization Voices For Children CASA
 Program Title or General Operating CASA Program
 Contact Person Nia Wassink Title Executive Director
 Address 2305 Canyon Blvd. #101, Boulder, CO 80302
 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

Grant Amount Received for 2015 (if applicable) \$ \$500

Grant Amount Requested for 2016 \$ \$750

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: 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 it be 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

The CASA Program both recruits and trains volunteers. These volunteers undergo an initial 40-hour training session, following rigorous interviews and background checks. After they have been sworn in by the court as a CASA, they must maintain a minimum of 12 hours of continuing education credits each year. We have over 50 active CASAs at any time to be able to sufficiently meet the demands of the court system.

After a Dependency & Neglect Case has been filed, the court will determine whether a CASA should be appointed to work with the child. Considerations include the complexity of the case, whether the child has been separated from siblings, and if the child has received an out-of-county placement.

Once appointed to a case, the CASA will see the child weekly, ensuring that the child's needs are being met. These meetings take on all different forms, depending on the child's circumstances. The CASA is there to listen to the child and ensure that the child's voice is heard by the system. They then report their findings to the court via a written court report and verbal reports at hearings.

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 2014, we served 121 children, 2 of whom

were from the City of Louisville. We also had over 60 active CASA volunteers, 7 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 2014, 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 2014 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. Because of some significant programmatic changes that began in 2014, we also have regular meetings with the Magistrate to ensure that they are being implemented in a way that suits the court's needs.

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?
 - 12 total members, 2 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 2014, they donated over 2,000 hours in service to their children and drove over 20,000 miles. We also believe this to be an underreported figure and hope that new reporting systems will allow us to gauge the actual time our CASAs devote to service.
 - 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, Brad Allen 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.

**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
VOCA – Federal	20,000	5%
IV-E – Federal	10,000	3%
VALE – State	40,468	11%
State of Colorado – OCR	34,901	9%
Boulder County	31,930	8%
City of Longmont	10,000	3%
City of Lafayette	2,000	1%
Foundations	70,000	18%
Fundraising & Contributions	138,000	36%
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

Signature

Agency Director

Board President

Telephone Number

Telephone Number

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.

**Voices For Children CASA
Board Of Directors Roster**
January 2015

PRESIDENT

Jill Kenney, Attorney
Jan. 2012, Exec. Comm, Finance,
Marketing
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, YPP
2802 Sundown Ln., Apt. 210
Boulder, CO 80303
C: 303.949.2994
W: 303.494.3000
j.jean.bunch@gmail.com

TREASURER

Natalia Crofut, Finance
Sept. 2012, Child Enrichment,
Finance
546 Granite Dr.
Boulder, CO 80302
H: 303-543-2236
C: 303-995-4588
nat.crofut@gmail.com

CO-SECRETARIES

**Alex Mikishko, Retired Materials
Manager**
June 2014, Marketing
3822 S. Torrey's Peak Dr.
Superior, CO 80027-6111
C: 303-819-9014
H: 303-325-3135
alex.mikishko@comcast.net

Megan Percy, Finance
September 2013, Finance, YPP
500 S. McCaslin Blvd.
Louisville, CO 80027
megan.percy@efirstbank.com
303-543-3640

PAST PRESIDENT

Pauline Hasund, Former CASA
Sept. 2011, Child Enrichment,
Leadership
2535 Westward Dr.
Lafayette, CO 80026
H: 303-494-0441
C: 919-986-1548
pauline.hasund@comcast.net

BOARD MEMBERS

Wendy Ahrendt, CASA
Nov. 2013, Light of Hope,
Ambassadors
2058 Balsam Dr.
Boulder, CO 80304
H: 303-444-5213
C: 303-946-5214
ahrendtwendy@aol.com

Sandy Guidicelli, Social Work
June 2014, Leadership
4500 19th St. Lot 45 S
Boulder, CO 80304
C: 720-364-2495
W: 303-651-8609
squidice@msudenver.edu

Sarah Haas, MBA Student
July 2014, Leadership, Marketing
611 E. Baseline Rd.
Lafayette, CO 80026
C: 303-641-2080
haassr@gmail.com

Mark Peters, Business Analyst
Jan. 2014, Marketing
1090 S. Pitkin Ave.
Superior, CO 80027
W: 303-499-1329
H: 303-543-8664
C: 720-317-8806
markdpeters@msn.com

Kathy Shields, Psychologist
Nov. 2011, Ambassadors
551 Ridge View Drive
Louisville, CO 80027
H: 303-443-5027
C: 720-581-9890
khsboulder@msn.com

**Non-Voting Member
William Goleman**
2015, Leeds Fellow
936.520.2684
wgolemon@colorado.edu

STAFF

Nia Wassink
Executive Director
C: (616) 886.7348
W: (303) 440.7059
nia@vfccasa.org

SUBJECT: FINANCIAL POLICIES

DATE: NOVEMBER 23, 2015

PRESENTED BY: KEVIN WATSON, FINANCE DIRECTOR

SUMMARY:

The City of Louisville's Fiscal Policies were originally adopted in 1984. The last significant amendment was made in 1997. Each year, the Fiscal Policies are presented in the City's final budget document. The most recent 2015 Annual Operating & Capital Budget document includes the Fiscal Policies on pages 44 through 49. The current Fiscal Policies are divided into general policies, debt policies, revenue policies, operating budget policies, reserve policies, capital improvement policies, investment policies, accounting policies, and fund balance policies. A copy of the current Fiscal Policies is attached for reference.

Management desires to update and modernize the current Fiscal Policies. The Finance Committee and the full City Council have reviewed preliminary drafts of the proposed new policies. A draft of the new Financial Policies was presented at the June 9 Budget Retreat and at the September 21 Budget Presentation.

Based on comments at the Budget Retreat and at the September 21 Budget Presentation, attached is an amended draft of the proposed Financial Policies. All requests for change have been incorporated into the amended policies except for the comments on the reserve policy for the Open Space & Parks Fund. The Finance Committee has requested to review that policy in greater detail.

The proposed policies include an Introduction section and the following policy sections:

1. General Policies
2. Reserve Policies
3. Debt Policies
4. Revenue Policies
5. Operating Budget Policies
6. Investment Policies
7. Capital Asset Management Policies
8. Accounting, Auditing, and Financial Reporting Policies

The proposed Debt Policies have been reviewed by the City's Financial Advisor and the proposed Investment Policies has been reviewed by the City's Investment Advisor. The City's Investment Policy was substantially updated and modernized in 2012 and there are no proposed amendments at this time.

Future policy sections under consideration include long-term financial planning, internal controls, risk management, and an update to the current procurement policy.

The process for developing these policies included a review of Government Finance Officers Association's (GFOA's) Best Practices and other GFOA literature on each subject matter. It also included a review of GFOA's sample policies in each area, which included reviews of actual policies from various counties and municipalities throughout the country.

Staff has attempted to include all the policy elements deemed "recommended best practices" in the proposed policies. Some of these elements are more technical and procedural in nature. Below is a summary of some policy elements that staff thought might be of particular interest.

Introduction

- Contains a list of definitions related to all policy sections.

General Policies

- Proposes a new set of financial indicators to be calculated and disclosed in the City's budget documents.

Reserve Policies

- Proposes both minimum and targeted reserve levels for the General Fund, Open Space & Parks Fund, Cemetery Fund (which receives an ongoing subsidy transfer from the General Fund), and the three Enterprise Funds that comprise the Combined Utility Fund.

Debt Policies

- Discusses factors which may favor "pay-as-you-go" financing and those that may favor "pay-as-you-use" financing.
- Discusses and recommends general debt financing structures and methods of sale.
- Does not apply to debt issued by the Urban Revitalization District.

Revenue Policies

- States that the City will value diversification, stabilization, and equity within its revenue structure.
- Formalizes the desire to fund all recurring expenditures with recurring revenue and that non-recurring revenue should be used to fund only non-recurring, one-time expenditures.
- States that the City may set fees for children's recreational programs and senior services at levels below the full cost of providing those services.

- States that non-residents may be required to pay higher fees than residents for City services.

Operating Budget Policies

- Defines the City’s “budgetary basis” of accounting.
- Formalizes the City’s legal level of budgetary control at the fund level. In other words, expenditures do not legally exceed appropriations until they do so at the fund level, as opposed to at the department or line item level. Therefore, budget amendments are not legally necessary until appropriations at the fund level are being exceeded.
- Defines “balanced budget” and states the City’s intent to also have a *structurally* balance budget.
- Requires a Capital Improvement Plan and a Long-Term Financial Plan to be presented at the time of budget development.

Investment Policies

- These are the same policies (just reformatted) that were approved by Council in 2012. No changes are being proposed at this time.

Capital Asset Management Policies

- Broadly defines the Five-Year Capital Improvement Plan (C-I-P) process.
- Defines and requires a “balanced” C-I-P.
- States the City’s intent to preserve existing infrastructure before allocating resources to new capital projects.

Accounting, Auditing, and Financial Reporting Policies

- Officially designates the City’s Finance Committee as the City’s Audit Committee.
- Discusses the City’s internal control structure and the COSO framework.
- Sets the City’s capitalization threshold.
- Grants authorization to the Finance Committee, City Manager, and Finance Director regarding “write-offs” of bad debt.

ATTACHMENT(S):

1. Current Fiscal Policies as presented in the annual budget document.
2. Proposed Financial Policies

Purpose

The purpose of the City of Louisville's Fiscal Policies is to set guidelines for managing the fiscal affairs of the City. The policies will commit the City to calculate specific information about the City's current fiscal condition, past and future trends, as well as provide guidelines for making fiscal decisions and assuring that the City continues to pursue a financially prudent course. These policies may be added to or modified by Council resolution.

Introduction

The City of Louisville is an organization charged with providing a wide range of services (i.e., elections, drainage, streets, planning, engineering, police protection, parks, libraries, wastewater treatment, water, and recreation). Revenues to support these services are gathered from a large number of sources including property taxes, user fees, fines, sales tax, franchise tax, State sources, and others. The City's Fiscal Policy Plan has been written in order to help the City provide services in a prudent manner within the bounds of available revenue.

(Adopted May 15, 1984, Resolution No. 19)

General Policies

1. That the City of Louisville shall calculate financial indicators consistent with Appendix "A". All indicators shall be compiled each year before preparation of the annual budget. Each new year's indicators shall be compared with those indicators available from past years building a historical record up to a total of ten (10) years. Any indicator, which shows a warning trend when compared with the past year, shall be more closely analyzed for reasons why the change has occurred.
2. The City of Louisville capital facilities estimate their remaining useful life and replacement cost. This inventory shall include streets, drainage facilities, buildings, parks, water and wastewater systems, alleys, sidewalks and curbs, traffic signals, and any other real or personal property items having an original cost of \$5,000 or

more. (As amended August 15, 2006 Ordinance No. 1498, Series 2006)

3. As a provider of public services, the City of Louisville will seek to provide only public services that citizens require or support and for which they are willing to pay.
4. The City will take positive steps to improve the productivity of its programs and employees, and seek ways to eliminate duplicate functions within the City government and semi-autonomous agencies in the community.
5. Although the City will finance projects on a pay-as-you-go basis, Council may conclude, based on study of the economy and other matters, that the most equitable way of financing a project that benefits the entire community will be debt financing (pay-as-you-use) in order to provide the services in a timely manner.
6. During the annual budget process, the City will reassess services and service levels. Council may seek citizen input by surveys, citizen forums, and similar methods for this evaluation.

Debt Policies

7. The City of Louisville will not use long-term debt to finance current operations. Long-term borrowing will be confined to capital improvements or similar projects with an extended life, which cannot be financed from current revenues.
8. Debt payments shall not extend beyond the estimated useful life of the project being financed. The City will try to keep the average maturity of general obligation bonds at or below twenty (20) years.
9. The City of Louisville will maintain good communications with bond rating agencies concerning its financial condition.
10. Total general obligation debt will not exceed three percent (3%) of the actual value of the taxable property within the City.
11. The City of Louisville will not utilize lease purchasing except in the case of an extreme financial emergency with specific approval of

the City Council. If lease purchasing is approved by Council, the useful life of the item must be equal to or greater than the length of the lease. No lease purchase will be approved by City Council beyond a five (5) year lease term.

Revenue Policies

12. The City of Louisville will maintain a diversified revenue system to protect it from short-run fluctuations in any one revenue source.
13. State and Federal funds may be utilized, but only when the City can be assured that the total costs and requirements of accepting funds are known and judged not to adversely impact the City's General Fund.
14. The City Council policy is that user charges will be established so that operating revenues are at least equal to the direct and indirect operating costs. Indirect costs will include the cost of annual depreciation of capital assets.
15. The City of Louisville will set fees for recreational services at a level to support seventy-five percent (75%) of the direct and indirect costs of children's programs. Non-resident recreation participants will pay the regular program fees plus an additional fee of 25% or \$5.00, whichever is higher. (As amended March 18, 1997, Resolution No. 19)
16. The City will annually review all fees for licenses, permits, fines, and other miscellaneous charges. They will be adjusted as necessary after considering inflation, processing time, expense to the City, and any other factors pertinent to the specific item.
17. Non-sufficient funds checks will be assessed a collection charge of fifteen dollars (\$15.00). The amount of collection charge may be reviewed and changed as deemed necessary by the Director of Finance.
18. The City of Louisville will project revenues for the next five years and will update this projection annually. Each existing and potential revenue source will be examined annually.

19. Water and sewer capital revenues will not be used to pay for operating expenses. They will be used solely for the water and sewer improvements and system expansion.

Operating Budget Policies

20. The City of Louisville will maintain a budgetary control system to help it adhere to the budget. The City will prepare monthly status reports and quarterly financial reports comparing actual revenues and expenditures to budgeted amounts. Where practical, the City will develop performance measures to be included in the annual operating budget.
21. The City of Louisville will provide for adequate maintenance of capital plant and equipment, and for their orderly replacement.
22. The City will strive to pay prevailing market rates of pay to its employees. Prevailing market rate is defined to include both salary and fringe benefits.
23. The City of Louisville should not incur an operating deficit.
24. The City will pay for all current expenditures with current revenues. The City's General Fund budget will not be balanced through the use of transfers from other funds, appropriations from fund balances or growth revenue. (As amended January 7, 1986, Resolution No. 1 and March 18, 1997, Resolution No. 19)
25. The City of Louisville will project expenditures for the next five (5) years and will update these projections annually. Projections will include estimated operating costs of future capital improvements that are included in the Capital Improvement Program budget.
26. Administrative Transfer Fee. The Administrative Transfer Fee is a payment from the utility funds to the General Fund for services provided by the General Fund. The amount of each year's transfer fee will be based on the estimated General Fund expenditures that are utility related.

27. The City of Louisville's Water and Sewer Funds will pay the General Fund a franchise fee for the utilization of public streets and rights of way. The fee will be a percent of the operating budget year's projected revenues.

Reserve Policies

28. Policy 28 was Rescinded March 18, 1997, Resolution No. 19. New fund balance policies were created by Resolution No. 42, Series 1997 (Policies 45 through 47)
29. The City of Louisville will establish an equipment reserve fund and will appropriate funds to it annually to provide for timely replacement of equipment.
30. Policy No. 30 has been reserved for future use.

Capital Improvement Policies

31. The City of Louisville will make all capital improvements in accordance with an adopted Capital Improvement Program.
32. The City of Louisville will develop a multi-year plan for capital improvements and update it annually.
33. The City of Louisville will enact an annual capital budget based upon the Capital Improvement Program. This capital budget will be coordinated with the operating budget.
34. The City of Louisville will require that project costs be submitted with capital projects requests. "Full life" costs including operating, maintenance, and demolition, if any, should be listed.
35. The City of Louisville will project its equipment replacement and maintenance needs for the next five years to minimize future maintenance and replacement costs.
36. The City of Louisville will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and future replacement costs.

Investment Policies

37. The City of Louisville amended its Investment Policy through Resolution No. 14, Series 2012, in order to comply with House Bill 12-1005, which changed the definition of legal investment of public funds by amending CRS Section 24-75-601. This amendment also brought the City's investment policy up to current generally accepted standards. The Policy is located on the City's website at www.louisvilleco.gov.
38. Competitive Quotes – The City will seek competitive quotes on all investments. Investments will be made on the basis of the legality, safety, liquidity and yield of invested money with regard for the characteristics of the investments, the quotes and the quoting institutions.
39. Documentation – All purchase and sales of investments shall be authorized or confirmed in writing with the issuer. Internal controls will be established to ensure the integrity of the investment process. For investment transactions, which are, conducted electronically, confirmation in the form of annotated documentation and confirmation received will be retained.
40. Reporting Requirements – The investment officer shall generate daily and monthly reports for management purposes. The report shall summarize the investment securities, maturities, and any other features necessary for clarification.

Accounting Policies

41. The City will establish and maintain a high degree of accounting practice. Accounting systems will conform to accepted principles of standards of the Governmental Accounting Standards Board, Governmental Finance Officers Association, and the State of Colorado. (As amended March 18, 1997, Resolution No. 19)
42. The City shall apply to the Government Finance Officers Association for its Certificate of Conformance in the Financial Reporting Program.

Fiscal Policies

43. An annual audit will be performed by an independent public accounting firm with the subsequent issue of an official annual financial statement.
44. Full disclosure will be provided in the annual financial statements and bond representations.

Fund Balance Policies

(Resolution No. 42, Series 1996)

45. General Fund – The minimum unreserved, undesignated fund balance of the General Fund shall be calculated annually at 15% of the then current operating budget.

46. Water and Sewer Utility Funds, Operating and Maintenance Reserve – The minimum unrestricted cash balances of the Water and Sewer Utility Funds for operating and maintenance shall be calculated annually based on that year's budget and equivalent to 15% of the then current operating and maintenance budget.

47. Water and Sewer Utility Funds, Capital Reserve – The minimum unrestricted cash balances of the Water and Sewer Utility Funds for capital shall be calculated annually based on that year's estimated depreciation and shall include the equivalent of the current annual depreciation expenses.

Fiscal Policies

Appendix A Financial Indicators

Category	Indicator	Formula	Warning Trend
Revenues			
1.	General Fund Revenues Per Capita	$\frac{\text{General Fund Revenues}}{\text{Population}}$	Decrease
2.	Intergovernmental Revenues	$\frac{\text{Intergovernmental Revenues}}{\text{General Fund Revenues}}$	Increase
3.	Sales Tax	$\frac{\text{Sales Tax}}{\text{General Fund Revenues}}$	Decrease
4.	Property Tax	$\frac{\text{Property Tax Revenues}}{\text{General Fund Revenues}}$	Decrease
5.	Revenue Shortfalls	$\frac{\text{General Fund Revenues}}{\text{Budget Revenues}}$	Decrease
Expenditures			
6.	General Fund Expenditures Per Capita	$\frac{\text{General Fund Expenditures}}{\text{Population}}$	Increase
7.	Employees Per Capita	$\frac{\text{Number of Municipal Employees}}{\text{Population}}$	Increase
8.	General Fund Expenditures as % of Budget	$\frac{\text{General Fund Expenditures}}{\text{Budget Expenditures}}$	Increase
9.	Fringe Benefits	$\frac{\text{Fringe Benefits Expenditures}}{\text{Salaries}}$	Increase
Operating Position			
10.	Operating Deficits	$\frac{\text{General Fund Operating Deficits}}{\text{General Fund Revenues}}$	Increase
11.	Fund Balance	$\frac{\text{General Fund Fund Balance}}{\text{General Fund Revenues}}$	Decrease

Introduction

The City of Louisville is an organization charged with providing a wide range of services that are supported by a wide range of revenue sources. The City's Financial Policies have been established to guide the City in providing these services in the most efficient way possible within the bounds of available revenue.

Financial policies are central to a strategic, long-term approach to financial management and are intended to serve as a blueprint to achieve the financial stability required to accomplish the City's goals and objectives. More specifically, the intent of adopting a written set of financial policies is to institutionalize good financial management, clarify strategic intent for financial management, define certain boundaries and limits on actions that staff may take, support good bond ratings, promote long-term and strategic thinking, manage risks to financial condition, and comply with established best practices in public management.

The City's Financial Policies have been written in relatively broad terms as guidelines for financial management decisions. These policies should not be confused with administrative statements of operating procedure, which cover the detailed steps needed to accomplish business processes.

The City's Financial Policies shall be adopted by resolution of the City Council. The policies shall be reviewed annually by management and any modifications made thereto must also be approved by resolution of the City Council.

Definitions

- *Advanced Refunding* – a refunding in which the outstanding bonds are callable and remain outstanding for a period of more than 90 days after the issuance of the refunding bonds. Proceeds from the sale of the refunding bonds are used to purchase permissible legal securities, which are deposited into an escrow account.
- *Agencies* – federal agency securities and/or Government-sponsored enterprises.
- *Arbitrage* – the difference between the interest paid on the tax-exempt securities and the interest earned by investing the proceeds in higher-yielding taxable securities. The Internal Revenue Service regulates arbitrage on the proceeds from the issuance of municipal securities.
- *Bankers' Acceptance* – a draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.
- *Broker* – brings buyers and sellers together for a commission.

- *Capital Budget* – the first year of the Five-Year Capital Improvement Plan. These amounts are automatically included in the annual budget process.
- *Capital Improvement Plan (C-I-P)* – a plan that describes the capital projects and associated funding sources the City intends to undertake in the next fiscal year plus four additional future years.
- *Collateral* – Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies (Public Deposit Protection Act; CRS 11-10.5-101 et seq.)
- *Current Refunding* – a refunding in which the outstanding bonds are retired within 90 days after the new bonds are sold.
- *Competitive Bond Sale* – bonds are marketed to a wide audience of investment banking (underwriter) firms. Sealed bids are submitted at a specific date and time and the underwriter is selected based on its bid for the City's securities.
- *Dealer* – as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.
- *Delivery-versus-Payment* – delivery of securities with an exchange of money for the securities. *Delivery-versus-receipt* is delivery of securities with an exchange of a signed receipt for the securities.
- *Full Accrual Basis of Accounting* – under this basis of accounting, revenue is recognized when earned and expenses are recognized when the liability is incurred.
- *Fund* – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves, and equities, which are segregated for the purpose of carrying out specific activities or attaining certain objectives.
- *Fund Balance* – the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources in a governmental fund.
 - *Non-spendable Fund Balance* – fund balance that is inherently non-spendable, such as the long-term portion of loans receivable, the principal of an endowment, and inventories.
 - *Restricted Fund Balance* – fund balance that has externally enforceable limitations on its use, imposed by parties such as creditors, grantors, or laws and regulations of other governments.
 - *Committed Fund Balance* – fund balance with limitations imposed by the government itself at its highest level of decision making. For example, for the City of Louisville, this would be limitations imposed on fund balance by the Council through an ordinance or resolution.

- *Assigned Fund Balance* – fund balance that is earmarked for an intended use at either the highest level of decision making or by a body or an official designated for that purpose.
 - *Unassigned Fund Balance* – all fund balances that are left after considering the other four categories. Use is the least restricted in this category of fund balance.
 - *Unrestricted Fund Balance* – a category of fund balance that comprises committed fund balance, assigned fund balance, and unassigned fund balance. Unrestricted fund balance is, therefore, unconstrained or the constraints are self-imposed, so they could be lifted in order to make fund balances available for other purposes.
- *General Fund Operating Expenditures* – as used in the financial indicators, this term refers to total General Fund expenditures, less non-recurring interfund transfers-out.
 - *General Fund Operating Revenue* – as used in the financial indicators, this term refers to total General Fund revenue, less other financing sources (such as sales of assets) and interfund transfers-in.
 - *General Fund Recurring Expenditures* – as used in the financial indicators, this term refers to total General Fund expenditures, less non-recurring interfund transfers-out.
 - *General Fund Recurring Revenue* – as used in the financial indicators, this term refers to total General Fund revenue, less non-recurring building-related revenue, non-recurring and non-operational grants, other financing sources, and interfund transfers-in.
 - *General Fund Sales Tax Revenue* – as used in the financial indicators, this term refers to total sales tax revenue less any sales tax rebates due to Business Assistance Packages.
 - *General Obligation Bonds* – bonds backed by the “full faith and credit” of the City. Bondholders have the authority to compel the City to use its taxing power, or to use other revenue sources, to generate the revenue necessary to repay the bonds. General obligation bonds are subject to the City’s debt limitation and voter approval is required.
 - *Liquidity* – refers to the ease in which an asset can be converted into cash without a substantial loss of value.
 - *Modified Accrual Basis of Accounting* – under this basis of accounting, revenue is recognized when it become both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when they are expected to draw on current spendable resources.
 - *Negotiated Bond Sale* – the City selects the underwriter in advance of the bond sale. The Financial Advisor and City staff work with the underwriter to bring the issue to the market and negotiate all rates and terms of the sale.

- *Open Space & Parks Fund Targeted Fund Balance* – as used in the financial indicators, this term refers to 15% of current operating expenditures plus an amount sufficient to cover the City's share of the total projected cost of acquiring the three highest priority candidate open space properties
- *Private Bond Placement* – the City sells its bonds to a limited number of sophisticated investors, and not the general public.
- *Program* – A set of activities, operations, or organizational units designed and directed to accomplish specific service outcomes or objectives for a defined customer.
- *Refunding* – refinancing an outstanding bond issue by issuing new bonds.
- *Revenue Bonds* – bonds secured by revenue generated by user fees or by other non-ad valorem revenue sources typically generated by the project being financed. Only the specific revenue source is pledged for the bond repayment. No taxing power or General fund pledge is provided as security. Revenue bonds are not subject to the City's debt limitation and voter approval is not required.
- *TABOR* – the Taxpayer Bill of Rights amendment to the Colorado Constitution and other Colorado law and court decisions.
- *Treasuries* – securities issued by the U.S. Treasury to finance the national debt. Treasury Bills are non-interest bearing discount securities that mature in one year or less. Treasury Notes are coupon bearing securities having initial maturities of two to ten years. Treasury Bonds are coupon-bearing securities having initial maturities of more than ten years.
- *Underwriter* – a dealer that purchases new issues of municipal securities from the issuer and resells them to investors. The difference between the price at which the bonds are bought and the price at which they are offered to investors is the underwriter's discount.
- *Utility Fund Budgetary Basis Expenses* – as used in the financial indicators, this term refers all expenses under the City's budgetary basis of accounting, less capital outlay and interfund transfers-out.
- *Working Capital* – current assets less current liabilities. Used as a measure of *reserves* in proprietary funds. Proprietary funds, unlike governmental funds, report both capital assets and long-term debt, even though neither is directly relevant to near-term financing. Therefore, the difference between proprietary fund assets and liabilities (net position) is not equivalent to the fund balance reported in governmental funds, and is not a useful indicator of *reserves*.
- *Yield* – the rate of annual income return on an investment, expressed as a percentage. Income yield is obtained by dividing the current dollar income by the current market price for the security. Net yield or yield to maturity is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.



General Policies

Policy Section: 1
Adopted by Resolution No. __, Series ____
Effective Date:

Purpose and Scope

General Policies are financial policies that are not easily categorized under any of the other policy sections. Among other things, these policies will direct management to calculate specific information about the City of Louisville's current fiscal condition, past and future trends, as well as providing guidelines for making fiscal decisions and assuring that the City continues to pursue a financially prudent course.

Policies

- 1.1 **Financial Indicators.** The City of Louisville shall annually calculate and publish financial indicators consistent with those listed in Appendix "A". All indicators shall be calculated as of year-end and published each year in the budget document, along with the previous year's indicators for up to ten years. Any indicator that shows a warning trend when compared to prior years shall be more closely analyzed for reasons why a change has occurred.

**City of Louisville, Colorado
Financial Policies
General Policy 1.1
Appendix A - Financial Indicators**

Category	Description	Formula	Warning Trend
Revenue:			
	General Fund Revenue Per Capita	$\frac{\text{General Fund Operating Revenue}}{\text{Population}}$	Decrease
	General Fund Intergovernmental Revenue	$\frac{\text{General Fund Intergovernmental Revenue}}{\text{General Fund Operating Revenue}}$	Increase
	General Fund Sales Tax	$\frac{\text{General Fund Sales Tax Revenue}}{\text{General Fund Operating Revenue}}$	Decrease
	General Fund Property Tax	$\frac{\text{General Fund Property Tax Revenue}}{\text{General Fund Operating Revenue}}$	Decrease
	General Fund Actual Revenue vs. Budget	$\frac{\text{General Fund Actual Revenue}}{\text{General Fund Budgeted Revenue}}$	Decrease
Expenditures:			
	General Fund Expenditures Per Capita	$\frac{\text{General Fund Operating Expenditures}}{\text{Population}}$	Increase
	General Fund Expenditures vs. Budget	$\frac{\text{General Fund Actual Expenditures}}{\text{General Fund Budgeted Expenditures}}$	Increase
	City-Wide Employees Per Capita	$\frac{\text{City-Wide Employees (FTE's)}}{\text{Population}}$	Increase
	City-Wide Employee Benefit Cost	$\frac{\text{City-Wide Employee Benefits Cost}}{\text{City-Wide Employee Wages Cost}}$	Increase
Operating Position:			
	General Fund Operational Surplus/(Deficit)	$\frac{\text{General Fund Recurring Revenue}}{\text{General Fund Recurring Expenditures}}$	Decrease
	General Fund Operating Margin	$\frac{\text{General Fund Operational Surplus/(Deficit)}}{\text{General Fund Recurring Revenue}}$	Decrease
	General Fund Reserves	$\frac{\text{General Fund Unrestricted Fund Balance}}{\text{General Fund Operating Expenditures}}$	Decrease
	Open Space & Parks Fund Reserves	$\frac{\text{Open Space \& Parks Fund Total Fund Balance}}{\text{Open Space \& Parks Fund Targeted Fund Balance}}$	Decrease
	Water Utility Fund Working Capital	$\frac{\text{Water Utility Fund Working Capital}}{\text{Water Utility Fund Budgetary Basis Expenses}}$	Decrease

(continued)

**City of Louisville, Colorado
Financial Policies
General Policy 1.1
Appendix A - Financial Indicators
(continued)**

Category	Description	Formula	Warning Trend
Operating Position: (continued)			
	Wastewater Utility Fund Working Capital	$\frac{\text{Wastewater Utility Fund Working Capital}}{\text{Wastewater Utility Fund Budgetary Basis Expenses}}$	Decrease
	Storm Water Utility Fund Working Capital	$\frac{\text{Storm Water Utility Fund Working Capital}}{\text{Storm Water Utility Fund Budgetary Basis Expenses}}$	Decrease
	Combined Utility Fund Debt Burden	$\frac{\text{Total Combined Utility Fund Revenue}}{\text{Total Combined Utility Fund Debt Service}}$	Decrease
	Combined Utility Fund Net Position	$\frac{\text{Combined Utility Fund Current Year Net Position}}{\text{Combined Utility Fund Prior Year Net Position}}$	Decrease
	City-Wide Cash & Investments	$\frac{\text{City-Wide Unrestricted Cash \& Investments}}{\text{City-Wide Current Liabilities}}$	Decrease
	City-Wide Net Position	$\frac{\text{City-Wide Current Year Net Position}}{\text{City-Wide Prior Year Net Position}}$	Decrease
	City Wide Accumulated Depreciation	$\frac{\text{City Wide Accumulated Depreciation}}{\text{City-Wide Depreciable Assets}}$	Increase
	City-Wide Debt Per Capita	$\frac{\text{City-Wide Total Debt}}{\text{Population}}$	Increase

Reserve Policies**Policy Section: 2****Adopted by Resolution No. __, Series ____****Effective Date:**

Purpose and Scope

The City of Louisville desires to maintain an appropriate level of financial resources to guard its citizens against service disruption in the event of unexpected revenue shortfalls or unanticipated one-time expenditures. This policy is also intended to document the appropriate reserve levels to protect the City's credit worthiness and maintain its good standing with bond rating agencies.

Reserves are accumulated and maintained to provide stability and flexibility to respond to unexpected adversity and/or opportunities. This policy establishes the reserve amounts the City will strive to maintain in its General Fund and its other major operating funds. This policy also stipulates the conditions under which those reserves may be used and how the reserves will be replenished if they fall below established reserve amounts.

The City will measure its compliance with this policy as of December 31st of each year, as soon as practical after final year-end information is audited and becomes available.

Policies

- 2.1 **General Fund Reserves.** The minimum unrestricted fund balance of the General Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures less any interfund transfers to other funds, regardless of whether the transfers are considered recurring or non-recurring.

While the minimum unrestricted fund balance is set at 15% of current operating expenditures, the targeted unrestricted fund balance will be at or above 20% of current operating expenditures. This higher target is in recognition of:

- the General Fund's reliance on revenue sources that are subject to fluctuations (sales and use taxes);
- the General Fund's exposure to unexpected and significant one-time expenditure outlays (transfers to the Capital Projects Fund, mid-year changes to operations, disasters, etc.); and
- the potential drain on General Fund resources from other funds (recurring support transfers to the Open Space & Parks Fund and the Cemetery Fund).

The use of General Fund reserves will be limited to addressing unanticipated, non-recurring needs. Reserves shall not normally be used for recurring annual operating expenditures.

However, reserves may be used to provide the City time to restructure operations (as might be required in an economic downturn), but such use will only take place in the context of a long-term financial plan. Use of reserves below the 20% target requires authorization from City Council.

In the event reserves are used resulting in an unrestricted fund balance below the 15% minimum, a plan will be developed to replenish the reserves as quickly as reasonably possible and presented as part of a long-term financial plan. Methods of replenishing fund balance may include the use of non-recurring revenue, year-end surpluses, and, if legally permissible, excess resources from other funds.

- 2.2 Open Space & Parks Fund Reserves.** The entire fund balance for the Open Space and Parks Fund is restricted by voters for acquisition, development, and operation of open space, trails, wildlife habitats, wetlands, and parks.

The minimum fund balance of the Open Space and Parks Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures include only open space and parks operations and exclude all interfund transfers and capital outlay.

The targeted fund balance of the Open Space and Parks Fund will include the minimum fund balance *plus* an amount sufficient to cover the City's share (considering other likely joint partners) of the total projected cost of acquiring the three highest priority candidate open space properties. As the highest priority properties are purchased, this amount will be adjusted.

Use of reserves below the targeted amount requires authorization from City Council. In the event reserves are used to acquire open space property resulting in a fund balance below the targeted amount, a plan will be developed to replenish the reserves as quickly as reasonably possible and presented as part of a long-term financial plan. Methods of replenishing fund balance may include transfers from other funds, securing loans from other agencies to jointly purchase property, seeking approval of bonds to finance property acquisition, and/or delaying/reducing expenditures for development, construction, operation, and maintenance of open space zones, trails, wildlife habitats, wetlands, and parks.

- 2.3 Cemetery Fund Reserves.** The minimum unrestricted fund balance of the Cemetery Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures, excluding interfund transfers and capital outlay.

The Cemetery Fund requires a recurring annual transfer from the General Fund to fund its operational deficit. This transfer will be adjusted on an annual basis to ensure that the unrestricted fund balance of the Cemetery Fund is maintained at or above 15% of current operating expenditures.

- 2.4 Combined Utility Fund Reserves.** The Water, Wastewater, and Storm Water Utility Funds are enterprise funds and, therefore, the measure of reserves is based on levels of working capital rather than on levels of fund balance. It is important to maintain adequate levels of working capital in these funds to mitigate risks and to ensure a stable fee structure and service level.

The minimum working capital for the Water, Wastewater, and Storm Water Utility Funds shall be maintained at or above 25% of current operating expenses, as measured on the City's budgetary basis. For purpose of this policy, operating expenses are defined as all budgetary-basis expenses, excluding interfund transfers and capital outlay.

Debt Policies**Policy Section: 3****Adopted by Resolution No. __, Series ____****Effective Date:**

Purpose and Scope

To enhance creditworthiness and engage in prudent financial management, the City of Louisville is committed to systematic capital planning and long-term financial planning. Maintaining the City's bond rating is an important objective and, to this end, the City is continually working to improve its financial policies, budgets, forecasts, and financial health.

These policies establish criteria for the issuance of debt obligations by the City so that acceptable levels of indebtedness are maintained. The objectives of these policies are to ensure that the City obtains debt financing only when necessary, that the process for identifying the timing and amount of debt financing be as efficient as possible, that the most favorable interest rates and related issuance costs are obtained, and that future financial flexibility remains relatively unconstrained.

Debt financing includes general obligation bonds, revenue bonds, notes payable to the Colorado Water Resources & Power Development Authority, leases, and any other City obligations permitted to be issued or incurred under Colorado law, the City's Municipal Code, and the City's Charter.

This policy does not apply to the Urban Revitalization District, a legally separate entity, but a component unit of the City for financial reporting purposes.

Policies

- 3.1 **Use of Debt Financing.** Although the City will normally finance projects on a cash basis (pay-as-you-go), the City may decide that the most equitable way of financing a project is through debt financing (pay-as-you-use).

Factors which may favor *pay-as-you-go* financing include circumstances where:

- the project can be adequately funded from available current revenue and reserves;
- the project can be completed in an acceptable timeframe given the available resources;
- additional debt levels could adversely affect the City's credit rating or repayment sources; or
- market conditions are unstable or are not conducive to marketing debt.

Factors which may favor *pay-as-you-use* financing include circumstances where:

- current revenue or reserves are insufficient to pay project costs;
- a project is immediately required;
- revenue available for debt issues are considered sufficient and reliable so that long-term financing can be marketed with an appropriate credit rating, which can be maintained;
- market conditions present favorable interest rates and demand for municipal debt financing; or
- the useful life of the project or asset is five years or greater.

The City will not use long-term debt to finance any recurring purpose such as current operations. Debt financing will be used only for capital improvement projects and large equipment purchases. Debt payments shall not extend beyond the estimated useful life of the project or the equipment being financed.

- 3.2 **Limitations and Constraints on Debt Financing.** Per Article 12, Section 12-1, of the City of Louisville Charter, the total amount of the City's indebtedness shall not at any time exceed three (3) percent of the actual value, as determined by the County Assessor, of taxable property within the City, except such debt as may be incurred by supplying water.

Per Article 12, Section 12-3, of the City of Louisville Charter, any lease-purchase agreement, except for the acquisition of water rights, entered into by the City shall be approved by the City Council by non-emergency ordinance.

Per the Taxpayer Bill of Rights (TABOR) amendment to the Colorado Constitution, all multiple-year debt shall first be approved by the City's taxpaying electorate unless it is issued for a TABOR-defined government enterprise, refinances bonded debt at a lower interest rate, or sufficient cash reserves are pledged irrevocably for future payments. The City's TABOR-defined enterprises include the Water Utility Fund, the Wastewater Utility Fund, the Storm Water Utility Fund, and the Golf Course Fund. Operating leases, lease-purchases, and certificates of participation (COP's) that are subject to annual appropriation are not considered multiple-year debt and are not subject to TABOR election requirements.

- 3.3 **Structure of Debt Financing.** City debt will be structured to achieve the lowest possible net interest cost given market conditions, the urgency of the capital project, and the nature and type of any security provided. City debt will be structured in ways that will minimize impacts on future financing flexibility. To the extent possible, repayment of debt shall be structured to rapidly recapture credit capacity for future use.

City debt will be amortized for the shortest period consistent with a fair allocation of cost to current and future beneficiaries of the project being financed, and in keeping with other related provisions of this policy. The City shall normally issue general obligation bonds or revenue bonds with a maximum life of twenty years or less.

The City will normally seek to amortize general obligation bonds and revenue bonds with level payments (principal plus interest) over the life of the issue. Pushing higher debt service costs to future years will only be considered under special circumstances. The City will also avoid repayment schedules that consist of low annual payments and a large payment of the balance due at the end of the term. There shall always be at least one interest payment in the first fiscal year after a bond sale. Principal repayment shall start no later than the second year after the bond issue.

Call provisions for bond issues shall be made as short as possible, consistent with the lowest interest cost to the City. Unless specific compelling reasons exist, all bonds shall be callable only at par.

Credit enhancements may be used if the costs of such enhancements are lower than the reduction in net debt service payments or if they provide other significant financial benefits to the City.

- 3.4 **Bond Counsel.** The City will retain an external bond counsel through a competitive process administered by the Finance Department and the City Attorney's Office. All debt issues of the City will include a written opinion by bond counsel on the validity of the bond offering, the security for the offering, and whether and to what extent interest on the bonds is exempt from income and other taxation.
- 3.5 **Financial Advisor.** The City will retain an external financial advisor through a competitive process administered by the Finance Department. For each debt issuance, the financial advisor will provide the City with information and recommendations on all aspects of the issuance, including market opportunities, method of sale, structure, term, pricing, and fees.
- 3.6 **Method of Sale.** As a matter of general policy, the City shall seek to issue its general and revenue bond obligations with a competitive sale process unless it is determined by the City's Financial Advisor and Finance Director that such a method will not produce the best results for the City. Other methods of sale that may be authorized by the Financial Advisor and Finance Director are a negotiated sales process and a private placement process.

Conditions that may favor a negotiated sale process are:

- The bond issue is, or contains, a refinancing that is dependent on market timing;
- At the time of the issuance, the interest rate environment or economic factors that affect the bond issue are volatile;
- The nature of the debt is unique and requires particular skills from the underwriter; or
- The debt issuance is bound by a compressed timeline due to extenuating circumstances that prevent a competitive process from being accomplished.

Whenever a negotiated sale process is determined to be in the best interests of the City, the City will use a competitive process to select its investment banking team.

In such instances where the City, through competitive bidding, deems the bids as unsatisfactory, or does not receive bids, it may, at the election of the Finance Director, immediately enter into a negotiated sale process or private placement process.

- 3.7 **Refunding of Debt.** Periodic reviews of all outstanding debts will be undertaken by the Finance Director and Financial Advisor to determine refunding opportunities. Refundings will be considered (within legal constraints) if and when there is a net economic benefit of the refunding, or if the refunding is essential in order to amend covenants to enhance operations and management. As a general rule, refundings will only be considered if the present value savings (net of all costs) of a particular refunding will exceed five percent (5%) of the refunded principal.

- 3.8 **Arbitrage Liability Management.** It is the City's policy to minimize the cost of arbitrage rebate and yield restriction while strictly complying with the law. The City will not issue obligations except for identifiable projects with very good prospects of timely initiation. Because of the complexity of the arbitrage rebate regulations and the severity of non-compliance penalties, the City will use the services of Bond Counsel and other arbitrage compliance experts when determining arbitrage liability, reporting, and exemptions.
- 3.9 **Financial Disclosure.** The City is committed to full and complete financial disclosure and to cooperating fully with rating agencies, institutional and individual investors, other levels of government, and the general public to share clear, comprehensible, accurate, and timely financial information. Continuing disclosure requirements under Rule 15c2-12 issued by the Securities and Exchange Commission (SEC) may apply to certain debt transactions of the City. The City will comply with all such Federal or other State reporting requirements on a timely basis. The City is committed to meeting continuing disclosure requirements of the national information repositories.

Revenue Policies

Policy Section: 4
Adopted by Resolution No. __, Series ____
Effective Date:

Purpose and Scope

The City of Louisville collects revenue from various sources, the largest of which are from sales and use taxes, utility fees, property taxes, and intergovernmental revenue. The structure, equity, fluctuation, and collection of revenue are important for financial stability and are reviewed by bond rating agencies to determine the City's credit quality.

Policies

- 4.1 **Diversification and Stabilization.** The City will strive to maintain a diversified and stable revenue system to reduce the overall effects of fluctuations in any one revenue source.
- 4.2 **Equity.** Revenue will be derived from a fair, equitable, and adequate resource base, while minimizing tax differential burdens. Services having a City-wide benefit shall be financed with revenue sources generated from a broad base, such as sales taxes and property taxes. Services where the customer determines the use shall be fully or partially financed with user fees and charges related to the level of service provided.
- 4.3 **Collections.** The City will monitor all taxes, fees, and charges to make sure they are equitably administered and collections are timely and accurate. The City will pursue collection of delinquent amounts (including related penalties and interest) as authorized by the Louisville Municipal Code.
- 4.4 **Recurring and Non-recurring Revenue.** The City's objective is to fund all recurring expenditures with recurring revenue. Non-recurring, one-time revenue should be used to fund only non-recurring, one-time expenditures. The preferred use of non-recurring revenue is to invest in projects that will result in long-term operational cost savings.
- 4.5 **Intergovernmental Revenue.** The City will pursue intergovernmental aid, including grants, for those programs and activities that address a recognized need and are consistent with the City's goals and objectives, and will attempt to recover all allowable costs associated with those programs. The City will avoid using grants for ongoing service delivery needs. Any decision to pursue intergovernmental aid should only be made after consideration of the present and future funding requirements, costs of administering the funds, costs associated with special conditions or regulations attached to the aid, and ongoing operational costs after the aid period.

- 4.6 **User Fees and Services Charges.** The City will periodically recalculate the full cost of providing services in order to provide a basis for setting the associated user fee or service charge. Full cost shall incorporate direct and indirect costs, including operations (with City labor costs), maintenance, overhead, debt service, equipment, and capital charges. The intent of this policy is to set fees at a level that is related to the actual cost of producing the good or service. The City will also periodically examine and compare rates from other cities providing similar services. It is recognized that competing policy objectives may result in user fee levels that recover only a portion of the costs.
- 4.7 **Fees for Children’s Recreational Services and Senior Programs.** The City may set fees for children’s recreational programs and senior services at levels below the full cost of providing those services.
- 4.8 **Fees for Non-Resident City Services.** Non-residents may be required to pay higher fees than residents for City services.

**Operating Budget
Policies****Policy Section: 5**
Adopted by Resolution No. __, Series ____
Effective Date:

Purpose and Scope

The formulation of the annual operating budget, including the publication of the budget document, is one of the most important financial activities that the City of Louisville undertakes each year. The budget process provides a comprehensive plan to deliver efficient services to residents and stakeholders of the City in a manner that aligns resources with the policies, goals, mission, and vision of the City. This policy is intended to provide guidelines to assist in the formulation of financial discussion and the broader implications of financial decisions. This policy shall apply to all funds with an adopted budget.

Policies

- 5.1 **Budgetary Basis of Accounting.** The “basis of accounting” is a term used to describe the timing of revenue and expenditure recognition. In other words, when the effects of transactions or events should be recognized. In governmental accounting, the basis of accounting used for financial reporting purposes, as required by generally accepted accounting principles (GAAP), is not required for use in preparing a budget document. Under GAAP, governmental funds are required to utilize a modified accrual basis of accounting and proprietary funds (enterprise and internal service) are required to utilize a full accrual basis of accounting for financial reporting purposes. The City of Louisville’s *budgetary* basis of accounting is a modified accrual basis for *all* fund types, including proprietary funds. Some of the differences between the City’s budgetary basis of accounting and the GAAP basis of accounting for proprietary fund types are:
- *Issuance of debt* – budgeted as a revenue item, adjusted at year-end to a liability for financial reporting purposes.
 - *Principal payment on debt* – budgeted as an expense item, adjusted at year-end to a reduction in the liability for financial reporting purposes.
 - *Capital acquisition* – budgeted as an expense item, adjusted at year-end to an asset acquisition for financial reporting purposes.
 - *Depreciation* – not recognized for budgeting purposes, recorded at year-end as an expense for financial reporting purposes.

- 5.2 **Level of Budgetary Control.** The level of budgetary control is the level at which spending cannot exceed the budgeted amount without City Council authorization. The level of control is also the level of detail the City Council approves in the appropriation resolution. The City's current level of budgetary control is at the fund level. However, department management is responsible for administering their respective programs within the financial constraints described by the budget as adopted.

Article 11, Section 11-6 of the City of Louisville Charter states, *"During the fiscal year, no officer or employee shall expend or contract to expend any money, or incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts appropriated by the City Council. Any contract, verbal or written, made in violation of this subsection shall be void, and no moneys of the City shall be paid on such contract; except that the City Council may ratify such a contract if it determines that ratification would be in the best interest of the City, and if it adopts a resolution making the necessary appropriation."*

- 5.3 **Balanced Budget.** The City's definition of a balance budget requires each fund's revenue plus appropriated fund balance/working capital to be equal to, or greater than, each fund's total appropriations. However, it is the City's intent to go further and develop *structurally* balanced budgets for the General Fund and the other major operating funds (excluding capital project funds). In a structurally balanced budget, annual recurring revenue will be projected to equal or exceed annual recurring expenditures for each fund. If a structural imbalance (recurring expenditures exceeding recurring revenue) should occur in the General Fund or in any of the major operating funds, a plan will be developed and implemented to bring the budget back into structural balance.
- 5.4 **Budget Form.** Article 11, Section 11-2 of the City of Louisville Charter states, *"The proposed budget shall provide a complete financial plan for the City in a format acceptable to the City Council. Except as otherwise provided by this Charter, the proposed budget shall be prepared in accordance with State statutes establishing the local government budget law and the local government uniform accounting law."*
- 5.5 **Capital Improvement Plan (C-I-P).** A Five-Year Capital Improvement Plan will be presented to the City Council for consideration during the budget development process. The annual capital budget will be based on the first year of the approved C-I-P.
- 5.6 **Long-Term Financial Plan (LTFP).** Five-year financial forecasts for each of the City's major operating funds will be presented to the City Council for consideration during budget development. The LTFP will coordinate the C-I-P with the operating budget and will provide insight into potential future financial imbalances so that action can be taken before a crisis occurs.
- 5.7 **Budget Amendment.** The City Council may amend or supplement the budget by resolution at any time after its initial adoption. A public hearing is required.
- 5.8 **Budget Control System.** The City will develop and maintain a budgetary control system to help it adhere to the budget. All departments are part of the budget control system and will have access to individual department reports that compare budget-to-actual financial performance. The Finance Department will report City-wide budget-to-actual performance on a monthly basis for both revenue and expenditures to the City Finance Committee.

Investment Policies**Policy Section: 6****Adopted by Resolution No. __, Series ____****Effective Date:**

Purpose and Scope

It is the policy of the City of Louisville to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands and conforming to all Colorado Revised Statutes, the City of Louisville Charter, and the City of Louisville Municipal Code.

The provisions of this investment policy shall apply to all funds held in the custody of the City and all of its offices. Except for cash in certain restricted and special funds, the City shall consolidate, or “pool”, cash and investment balances from all funds to maximize investment earnings and to increase efficiencies with regards to investment pricing, safekeeping, and administration. The investment income derived from the pooled cash and investment accounts shall be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

Policies

- 6.1 **Objectives.** In order of priority, the primary objectives of investment activities shall be safety, liquidity, and yield:
- *Safety.* Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio through the mitigation of credit risk and interest rate risk.
 - *Liquidity.* The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This shall be accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets. In addition, a portion of the portfolio may be placed in local government investment pools (LGIPs) which offer same-day, constant dollar liquidity for short-term funds.
 - *Yield.* 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. Return on investment is of secondary

importance compared to the safety and liquidity objectives described above. Securities generally shall be held to maturity with the following exceptions:

- A security with a declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration of the portfolio.
- Liquidity needs of the portfolio require the security to be sold.

6.2 Delegation of Authority. The Finance Director shall be the designated investment officer of the City and shall be responsible for all investment decisions and activities, under the direction of the City Manager. The Finance Director shall establish investment policy procedures for the operation of the investment program consistent with this policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director.

The Finance Director may delegate the authority to conduct investment transactions and manage the operation of the investment portfolio to one or more subordinates and/or an external registered investment advisor who shall act in accordance with established procedures on internal controls and in compliance with this investment policy.

6.4 Legal Investments. All investments shall be made in accordance with Colorado Revised Statutes (CRS) as follows: CRS 11-10.5-101, et seq., Public Deposit Protection Act; CRS 24-75-601, et seq., Funds - Legal Investments for Government Units; CRS 24-75-603, et seq., Depositories; CRS 24-75-701 and 702, et seq., Local Governments - Local Government Pooling and that the investment or deposit meets the standard established in section CRS 15-1-304. Any revisions or extensions of these sections of the CRS will be assumed to be part of this Investment Policy immediately upon enactment.

To the extent possible, the City shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the settlement date or in accordance with state and local statutes and ordinance. Pursuant to CRS Section 24-75-601.1(1), as amended from time to time, and subject to the limitations set forth therein, the securities listed herein shall be eligible for investment of public funds by the City. In the event of a conflict between CRS 24-75-601.1(1) and this policy, other than this policy being more restrictive than CRS 24-75-601(1), CRS 24-75-601.1(1) shall control. Nothing herein shall preclude the City from adopting a policy to permit securities other than those listed in CRS 24-75-601.1(1) for investment of public funds.

CRS 24-75-601(1) and this policy authorize the following investments:

- Any security issued by, fully guaranteed by, or for which the full credit of the United States Treasury is pledged for payment; allowing for inflation indexed securities. The period from the date of settlement of this type of security to the maturity date shall be no more than five years, unless the City Council authorizes investment for a period in excess of five years.
- Any security issued by, fully guaranteed by, or for which the full credit of the following is pledged for payment: The Federal Farm Credit Bank, A Federal Home Loan Bank, the Federal Home Loan Mortgage Corporation, The Federal National Mortgage Association, the Government National Mortgage Association, or an entity or organization that is not

listed in this paragraph but that is created by, or the creation of which is authorized by, legislation enacted by the United States Congress and that is subject to control by the federal government that is at least as extensive as that which governs an entity or organization listed in this paragraph. The period from the date of settlement of this type of security to its maturity date shall be no more than three years. Any entity or organization listed in this paragraph may represent up to but not more than 35% of the investment portfolio. The total of the above mentioned entities or organizations and inclusive of corporate or bank securities cannot represent more than 95% of the investment portfolio.

- Any security that is a general or revenue obligation of any state of the United States, the District of Columbia, or any territorial possession of the United States or of any political subdivision, institution, department, agency, instrumentality, or authority of any of such governmental entities. The period from the date of settlement of this type of security to the maturity date shall be no more than three years.
- Any interest in a local government investment pool pursuant to CRS 24-75-701, et seq.
- Any guaranteed investment contract (GIC) if at the time the contract or agreement is entered into, the long-term credit rating, financial obligations rating, claims paying ability rating, or financial strength rating of the party, or of the guarantor of the party, with whom the public entity enters the contract or agreement is, at the time of issuance, rated in one of the two highest rating categories by two or more nationally recognized securities rating agencies that regularly issue such ratings. Contracts or agreements purchased under this paragraph shall not have a maturity period greater than three years.
- Any dollar-denominated corporate or bank security issued by a corporation or bank that has a maturity of less than three years from the date of settlement and, at the time of purchase, must carry at least two credit ratings from any of the nationally recognized credit rating agencies and must not be rated below "AA- or Aa3" by any credit rating agency. The aggregate value of all securities referred to in this paragraph shall equal no more than 25% of the total portfolio.
- Money market instruments, such as commercial paper or bankers' acceptance, must carry at least two credit ratings from any of the nationally recognized credit rating agencies and must not be rated below "A1, P1, or F1" by any credit rating agency.
- Any money market fund that is registered as an investment company under the federal "Investment Company Act of 1940", as amended, at the time the investing public entity invests in such fund. The money market fund must: 1) have no commission fee on the charged on purchases or sales of shares; 2) have a constant daily net asset value per share of \$1.00; 3) limit assets of the fund to U.S. Treasury Securities; 4) have a maximum stated maturity and weighted average maturity in accordance with Federal Securities Regulation 270-2A-7; and 5) have a rating at the time of purchase of at least AAAM by Standard & Poor's or Aaa/MRI+ Moody's
- The purchase of any repurchase agreement of marketable securities referred to in the preceding paragraphs. A Master Repurchase Agreement must be executed with the bank or dealer. The securities must be delivered to the City's custodian or to a third-party custodian or third-party trustee for safekeeping on behalf of the City. The title to or

a perfected security interest in such securities along with any necessary transfer documents must be transferred to the City or the City's custodian. The collateral securities of the repurchase agreement must be collateralized at no less than one hundred two percent and marked to market no less frequently than weekly. Collateralization is required per the Public Deposit Protection Act, CRS 11-10.5-101 et seq. The securities subject to the repurchase agreement may have a maturity in excess of five years. The repurchase agreement itself may not have a maturity of more than five years from the date of settlement unless the City Council authorizes investment for a period in excess of five years.

- Certificates of deposit in state or national banks or in state or federally chartered savings banks, which are state-approved depositories per CRS Section 24-75-603, et seq. (as evidenced by a certificate issued by the State Banking Board) and are insured by the FDIC. Certificates of deposit, which exceed the FDIC insured amount, shall be collateralized in accordance with the Colorado Public Deposit Protection Act. Certificates of deposit must comply with CRS Section 30-10-708 (1). The aggregate value of all certificates of deposit shall equal no more than 25% of the total portfolio.

- 6.4 **Standards of Care and Performance.** The “reasonable prudence” standard shall be used by investment officials in the context of managing an overall portfolio. The “reasonable prudence” standard provides that investments shall be made with the judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not in regard to speculation, but in regard to the permanent disposition of funds, considering the probable income as well as the probable safety of the capital.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

In addition, officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the City Manager any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City.

- 6.5 **Authorized Financial Institutions, Depositories, and Broker-Dealers.** Unless utilizing the services of an external registered investment advisor, the Finance Department shall maintain a list of financial institutions and depositories authorized to provide investment services to the City. In addition, the Finance Department shall maintain a list of approved security broker/dealers that may include “primary” dealers or regional dealers qualifying under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule). To qualify for consideration for investment transactions with the City, all financial institutions and broker-dealers must supply the following, as appropriate:

- Proof of state registration (except for those firms providing safekeeping and custodial services only).
- Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines.
- Proof of Financial Industry Regulatory Authority (FINRA) certification.
- Evidence of adequate insurance coverage.
- Certification of having read and understood and agreeing to comply with the City's investment policy.

An annual review of the financial condition and registration of all qualified financial institutions and broker/dealers will be conducted by the Finance Director.

- 6.6 **Safekeeping and Custody.** All trades of marketable securities will be executed “delivery versus payment” (where applicable) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Securities will be held by an independent third-party custodian selected by the City and evidenced by safekeeping receipts in the City's name. The safekeeping institution shall provide on an annual basis a copy of its most recent report on internal controls (Statement of Standards 70).

Moreover, management is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived, and (2) the valuation of costs and benefits requires estimates and judgments by management. The internal controls structure should address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and recordkeeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Written confirmation of transactions for investments and wire transfers.
- Dual authorization of wire transfers.

Compliance with these controls shall be reviewed and confirmed through the City's annual independent audit.

- 6.7 **Performance Standards & Reporting**

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The City's investment strategy is passive. Given this strategy, the basis used by the Finance Director to determine whether market yields are being achieved shall be the ColoTrust local government investment pool, the one-year US Treasury Bill, and the two-year Agency Benchmark.

The Finance Director shall provide the Finance Committee monthly investment reports that provide the status and characteristics of the current investment portfolio. The investment report should include schedules on:

- Portfolio diversification.
- Maturity distribution.
- A listing of all securities held by authorized investment category.
- Par value, amortized book value, and market value for all securities held.
- Monthly activity – purchases, sales, calls, and interest received.

**Capital Asset
Investment &
Management Policies****Policy Section: 7**
Adopted by Resolution No. __, Series ____
Effective Date:

Purpose and Scope

Capital assets have a major impact on the ability of the City of Louisville to deliver services, the economic vitality of the City, and the overall quality of life for the City's citizens. The purpose of this policy is to provide general guidelines for a comprehensive process of allocating limited resources to capital investments. This policy applies to all funds included in the City's Five-Year Capital Improvement Plan.

Policies

- 7.1 **General Process for Five-Year Capital Improvement Plan (C-I-P).** The Finance Department is responsible for coordinating the C-I-P process within the annual budget calendar and for compiling the requested, recommended, and adopted C-I-P document.

Each year, City departments will submit a list of prioritized projects for inclusion into the C-I-P. The City Manager will review the requests and make the final recommendations to City Council. City Council will review the recommended C-I-P and direct any changes for the final C-I-P. The first year of the C-I-P will be included in the Annual Operating & Capital Budget presented to the City Council for formal adoption in November.

The City shall provide meaningful opportunities for all stakeholders to provide input into the C-I-P development process.

- 7.2 **C-I-P Project Selection.** An objective set of criteria will be used to assess and evaluate project proposals. Although specific criteria may be updated from time to time, the following concepts are core principles to be considered in the development of such criteria:

- Long-Term Forecasts – Long-term forecasts will be prepared to better understand resources available for capital spending and to assess operational impacts and eventual maintenance and replacement costs.
- Impact of Other Projects – Projects shall not be considered in isolation. One project's impact on others should be recognized and costs shared between projects where appropriate.

- Full Costing – Cost analysis of a proposed project should encompass the entire cost of the project, including annual maintenance and other impacts to the operating budget.
- Predictable Project Timing & Scope – Schedule and scope estimates should be practical and achievable within the requested resources, including financial and human.

7.3 **Balanced C-I-P.** The adopted C-I-P will be balanced. This means that for the five year period, revenue plus the use of fund reserves will equal or exceed total project expenditures.

7.4 **Asset Maintenance & Replacement.** It is the City's intent to maintain its existing assets and a level that protects the initial capital investment and minimizes future maintenance and replacement costs. Based on an asset inventory and risk assessment, staff shall include recommendations for asset maintenance in the C-I-P. It is the City's intent to ensure that adequate resources are allocated to preserve the City's existing infrastructure to the best of its ability before allocating resources to other capital projects.

**Accounting, Auditing, &
Financial Reporting
Policies****Policy Section: 8**
Adopted by Resolution No. __, Series ____
Effective Date:

Purpose and Scope

The City of Louisville desires to maintain a system of financial management that safeguards City assets, promotes financial transparency, and provides timely, accurate, and relevant financial information to citizens, elected officials, and management. This policy pertains to all funds and operations of the City and, to the extent reasonably possible, all component units of the City.

Policies

- 8.1 **Accounting.** The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles applicable to state and local governments. The City's accounting and reporting policies will conform to the generally accepted accounting principles (GAAP).
- 8.2 **Auditing.** Article 11, Section 11-7 of the City of Louisville Charter states, *"The Council shall provide for a financial audit, which shall be performed at least annually by a certified public accountant selected by the Council. The Audit shall be performed in accordance with the State statutes establishing the local government audit law. Copies of the audit shall be made available for public inspection."*

In compliance with the Charter, an annual audit will be performed by an independent certified public accounting firm in accordance with Generally Accepted Governmental Auditing Standards and the auditor's opinion will be included in the City's Comprehensive Annual Financial Report (CAFR).

The City's Finance Department shall be responsible for managing the audit procurement process. The City Council will appoint the independent auditor and approve each year's audit engagement letter. The audit engagement term shall typically be for five to ten years, subject to annual review, approval, and appropriation.

- 8.3 **Audit Committee.** The City's Finance Committee will act as the City's Audit Committee. The Audit Committee will provide an independent review and oversight of the government's financial reporting processes, internal controls, and independent auditors. The City's independent auditors will meet with the Audit Committee at least annually and have direct access to the Audit Committee if City staff is unresponsive to auditor recommendations or if

the auditors consider such communication necessary to fulfill their legal and professional responsibilities.

- 8.4 **Financial Reporting.** The City's Comprehensive Annual Financial Report (CAFR) will be published annually to present the results, financial position, and results of operations of the City for the prior year. As an additional independent confirmation of the quality of the City's financial information, the City will annually submit its CAFR to the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting program.

The Finance Department will provide monthly interim financial reports to the Finance Committee after the close of each month. The reports will be designed to keep the Committee continuously informed of the City's overall financial status.

- 8.5 **Internal Controls.** The goals and objectives of the City's internal control policies are to safeguard City assets and to foster reliance on public information for decision-making purposes at all levels both internally and externally. Management shall establish the presence of integrity, ethics, competence, and a positive control environment. Directors are responsible for establishing, executing, and maintaining control policies and procedures at the detail level within their specific departments.

The City's internal control structure will be based on the Committee of Sponsoring Organizations of the Treadway Commission on Fraudulent Financial Reporting (COSO) framework and comprised of the following elements:

- **Control Environment** – Factors include integrity and ethical values, commitment to competence, leadership philosophy and operating style, assignment of authority and responsibility, and policy and procedures;
 - **Risk Assessment** – Routine assessment of risk and its impact on internal controls;
 - **Control Activities** – Such as segregation of duties, authorization of transactions, retention of records, supervision and monitoring of operations, and physical safeguards;
 - **Information and Communication** – Policies and procedures are documented and accessible; and
 - **Monitoring** – Assessment of the quality of performance over time to determine whether controls are effective and track resolution achievements of identified problems.
- 8.6 **Capitalization of Assets.** The terms capital assets, capital outlay, and fixed assets are used to describe assets that are used in operations that have initial lives extending beyond a single reporting period, such as water rights, infrastructure, land, buildings, improvements other than buildings, and equipment. It is incumbent upon departments to maintain adequate control over all resources, including capital assets, to minimize the risk of loss or misuse.

Not all fixed assets are required to be reported on the City's balance sheet. Specifically, fixed assets with extremely short useful lives or fixed assets of small monetary value are properly reported as an "expenditure" or "expense" of the period in which they are acquired.

Fixed assets that are reported on the City's balance sheet are said to be "capitalized" and must meet the capitalization criteria outlined in this policy.

The City's capitalization criteria are, as follows:

- Assets should be capitalized only if they have an estimated useful life of at least two years following the date of acquisition.
- The capitalization thresholds shall normally be applied to individual items rather than to groups of similar items (e.g., chairs), unless the effect of doing so would be to eliminate a significant portion of total capital assets (e.g., library books).
- The capitalization threshold for each individual item is \$5,000.
- Directors are responsible for establishing control and inventory procedures at the department level for non-capitalized assets such as office equipment, communications equipment, fleet management inventory, firearms, etc.

8.7 Accounts Receivable Write-Off. Accounts receivable is an asset account reflecting amounts owed to the City. Staff will make every effort to collect all receivables. Only receivables deemed uncollectible can be written off. In order to be deemed uncollectible, a receivable must meet the following criteria:

- All standardized collections procedures have been exhausted;
- Further measures to collect the debt have been determined as inappropriate; and
- The characteristics of the debt are such that write-off is appropriate (e.g., the debt is small relative to the cost of further collection efforts).

The City Manager or Finance Director is authorized to approve a write-off of up to \$100 per individual account. Staff's request to write-off accounts greater than \$100 must be approved by the Finance Committee. The amounts and reasons for all write-offs will be documented and made available for audit.

SUBJECT: SALES TAX REPORTS FOR THE MONTH ENDED SEPTEMBER 30, 2015

DATE: NOVEMBER 23, 2015

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, 2015. Also included are the monthly and quarterly reports on sales tax revenue by area, and by industry, the revenue by area graphs for restaurants, and historical revenue report.

Total revenues for the taxes contained in these reports through September 2015 are up 8.1% YTD over 2014.

The month of September 2015 ended with sales tax revenue up 12.5% from September 2014. YTD revenue for 2015 is 6% above 2014 and 0.8% above current projections.

Sales tax revenue for the top 50 vendors increased 5.2% for the month of September 2015, and is 5.8% above 2014 YTD. Gains through September 2015 include the sectors: Grocery (18.1%), Hotels (9.1%), Restaurants (3.3%), and General Merchandise (3.8%). Declines YTD include the sectors: Home Improvement (-0.6%), and Telecommunications/Utilities (-6.2%).

Lodging tax revenue for September 2015 increased 9.4% from September 2014. YTD revenues are up 10% as compared to 2014 and 0.8% above current projections.

Auto use tax revenue for September 2015 increased 6.2% from September 2014. YTD revenues are up 6.4% to 2014 and currently 3% above projections.

Building use tax revenue for September 2015 increased 68.3% from September 2014. YTD revenues are up 34.7% from 2014 revenues but are down 10% to current projections.

Consumer use tax revenue for September 2015 increased 52% from September 2014 and YTD revenues are 4.3% above 2014 revenue. Consumer use tax collections through September 2015, is presently \$1,031,863 which is 24.6% above projections.

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.

SUBJECT: SALES TAX REPORTS FOR THE MONTH ENDED SEPTEMBER 30, 2015

DATE: NOVEMBER 23, 2015

PAGE 2 OF 2

The Monthly Revenue by Area report for September 2015 indicates gains in all areas; Interchange, Outside City, Louisville Plaza, McCaslin North, Downtown, Highway 42 South, South Boulder Road, Pine Street Plaza, CTC, Centennial Valley, South Suburban and Residential; the Highway 42 North area declined for the month.

The Quarterly Revenue by Area sales tax report through 3rd quarter 2015 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 have recognized gains YTD 2015.

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 2015 indicates gains in all sectors except, Furniture, Automotive, and Agriculture.

As with the Quarterly Revenue by Area report, the Quarterly Revenue by Industry sales tax report through 3rd quarter 2015 represents industry sectors that have been grouped together and are color-coded. All major industry sectors ended up for the quarter except the Communications/Utilities and Other Retail.

The Restaurant Revenue graphs indicate Eating and Drinking establishment revenue remains up overall. The end of the 3rd quarter shows Downtown, Louisville Plaza and Interchange eating areas with steady increases; McCaslin and SBR/Hwy 42 eating areas are flat or down slightly YTD.

The Historical quarterly report indicates revenue for 3rd quarter 2015 as the highest 3rd quarter sales tax revenue recorded by the City.

CITY OF LOUISVILLE

**Revenue History
2011 through 2015**

YEAR	MONTH	SALES TAX	USE TAX	BLDG USE TAX	AUTO USE TAX	LODGING TAX	AUDIT REVENUE	TOTAL
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	-	-	-	-	-	-	-
	NOVEMBER	-	-	-	-	-	-	-
	DECEMBER	-	-	-	-	-	-	-
	YTD TOTALS	8,729,737	906,492	1,318,053	975,767	369,839	376,707	12,676,594
	YTD Variance % to Prior Year	7.0%	16.3%	34.7%	6.4%	9.5%	-32.3%	8.1%
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	15,971,583
	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	14,948,292
	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	13,349,594
	YTD Variance % to Prior Year	7.0%	86.8%	16.2%	8.4%	9.0%	160.1%	13.4%
2011								
	JANUARY	634,012	11,262	24,333	64,708	18,884	18,367	771,564
	FEBRUARY	589,984	5,900	45,823	56,736	18,361	2,558	719,363
	MARCH	776,647	45,119	15,941	77,130	20,385	1,870	937,091
	APRIL	725,384	15,521	45,812	72,171	22,368	2,414	883,671
	MAY	734,017	15,403	38,312	73,741	35,261	13,549	910,283
	JUNE	871,414	32,373	50,480	87,068	35,938	12,396	1,089,669
	JULY	735,710	13,273	83,345	69,746	38,443	34,921	975,438
	AUGUST	738,939	22,640	91,563	87,377	40,498	1,979	982,996
	SEPTEMBER	785,785	43,390	92,181	74,646	32,129	19,005	1,047,136
	OCTOBER	718,122	35,381	96,533	89,734	31,123	2,663	973,556
	NOVEMBER	746,388	27,461	65,564	76,039	23,399	20,683	959,533
	DECEMBER	1,052,498	282,224	85,218	69,956	18,766	14,568	1,523,231
	YTD TOTALS	9,108,901	549,946	735,105	899,051	335,555	144,973	11,773,530
	YTD Variance % to Prior Year	4.4%	N/A	175.9%	11.2%	10.1%	-15.3%	16.8%

**City of Louisville, Colorado
Total Sales Tax Revenue
2011 -2015**

Month Of Sale	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projection	2015 Actual	Mnthly % Of 2014	Y-T-D % Of 2014	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	636,994	681,326	778,705	800,685	899,966	938,911	117.3%	117.3%	104.3%	104.3%
Feb	592,370	658,227	677,256	708,418	810,009	808,454	114.1%	115.8%	99.8%	102.2%
Mar	778,075	818,491	821,853	985,745	1,008,731	979,639	99.4%	109.3%	97.1%	100.3%
Apr	727,061	758,944	882,437	993,747	961,050	968,100	97.4%	105.9%	100.7%	100.4%
May	738,711	875,629	943,909	929,994	1,015,359	944,922	101.6%	105.0%	93.1%	98.8%
Jun	881,992	900,308	950,701	1,015,778	1,103,727	1,120,140	110.3%	106.0%	101.5%	99.3%
Jul	738,194	806,223	864,327	871,158	992,239	1,038,928	119.3%	107.8%	104.7%	100.1%
Aug	740,614	787,880	828,581	1,096,941	978,229	993,159	90.5%	105.3%	101.5%	100.3%
Sep	797,496	843,703	1,023,383	980,918	1,051,654	1,103,330	112.5%	106.1%	104.9%	100.8%
Oct	720,320	736,736	828,537	907,968	956,534	-	0.0%	95.7%	0.0%	91.0%
Nov	751,407	863,243	817,829	869,528	957,503	-	0.0%	87.5%	0.0%	82.9%
Dec	1,065,957	1,093,262	1,129,807	1,294,795	1,285,359	-	0.0%	77.7%	0.0%	74.0%
Totals	9,169,191	9,823,972	10,547,325	11,455,676	12,020,360	8,895,583				
% Of Change	3.7%	7.1%	7.4%	8.6%	4.9%					

**City of Louisville, Colorado
Lodging Tax Revenue
2011 -2015**

Month Of Sale	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projection	2015 Actual	Mnthly % Of 2014	Y-T-D % Of 2014	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	18,884	21,299	20,848	22,487	27,851	24,681	109.8%	109.8%	88.6%	88.6%
Feb	18,361	21,356	19,921	22,789	27,461	23,429	102.8%	106.3%	85.3%	87.0%
Mar	20,385	24,428	22,836	27,659	30,526	33,963	122.8%	112.5%	111.3%	95.6%
Apr	22,368	24,803	26,040	29,651	32,225	34,080	114.9%	113.2%	105.8%	98.4%
May	35,261	37,456	35,636	41,240	47,508	47,601	115.4%	113.9%	100.2%	98.9%
Jun	35,938	45,122	40,725	47,149	50,687	51,846	110.0%	112.9%	102.3%	99.7%
Jul	38,443	40,743	46,440	54,917	55,107	57,071	103.9%	110.9%	103.6%	100.5%
Aug	40,498	46,121	41,990	51,658	54,724	55,216	106.9%	110.2%	100.9%	100.6%
Sep	32,129	34,550	37,157	41,146	43,922	45,015	109.4%	110.1%	102.5%	100.8%
Oct	31,123	31,783	42,825	40,328	44,931	-	0.0%	98.4%	0.0%	89.9%
Nov	23,399	20,814	26,122	27,146	30,903	-	0.0%	91.8%	0.0%	83.6%
Dec	18,766	17,408	19,492	21,905	25,035	-	0.0%	87.1%	0.0%	79.2%
Totals	335,555	365,884	380,033	428,075	470,880	372,902				
% Of Change	10.1%	9.0%	3.9%	12.6%	10.0%					

**City of Louisville, Colorado
Auto Use Tax Revenue
2011 -2015**

Month Of Sale	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projection	2015 Actual	Mnthly % Of 2014	Y-T-D % Of 2014	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	64,708	70,085	86,731	141,060	105,373	106,340	75.4%	75.4%	100.9%	100.9%
Feb	56,736	81,880	80,297	83,341	98,389	113,225	135.9%	97.8%	115.1%	107.8%
Mar	77,130	79,824	106,476	98,457	108,329	111,521	113.3%	102.5%	102.9%	106.1%
Apr	72,171	59,779	95,575	117,881	98,940	89,588	76.0%	95.4%	90.5%	102.3%
May	73,741	65,752	83,905	85,769	95,734	93,186	108.6%	97.6%	97.3%	101.4%
Jun	87,068	80,272	68,997	88,813	102,567	99,549	112.1%	99.7%	97.1%	100.7%
Jul	69,746	80,362	89,328	79,622	101,793	107,445	134.9%	103.7%	105.6%	101.4%
Aug	87,377	88,605	124,484	105,531	115,944	131,001	124.1%	106.4%	113.0%	103.0%
Sep	74,646	83,421	90,523	116,646	119,994	123,913	106.2%	106.4%	103.3%	103.0%
Oct	89,734	116,085	117,513	109,404	122,134	-	0.0%	95.1%	0.0%	91.3%
Nov	76,039	76,425	82,127	85,387	94,975	-	0.0%	87.8%	0.0%	83.8%
Dec	69,956	92,223	108,929	123,793	102,429	-	0.0%	79.0%	0.0%	77.0%
Totals	899,051	974,711	1,134,885	1,235,702	1,266,600	975,767				
% Of Change	11.2%	8.4%	16.4%	8.9%	2.5%					

Actual G/L amounts may vary

**City of Louisville, Colorado
Building Use Tax Revenue
2011 -2015**

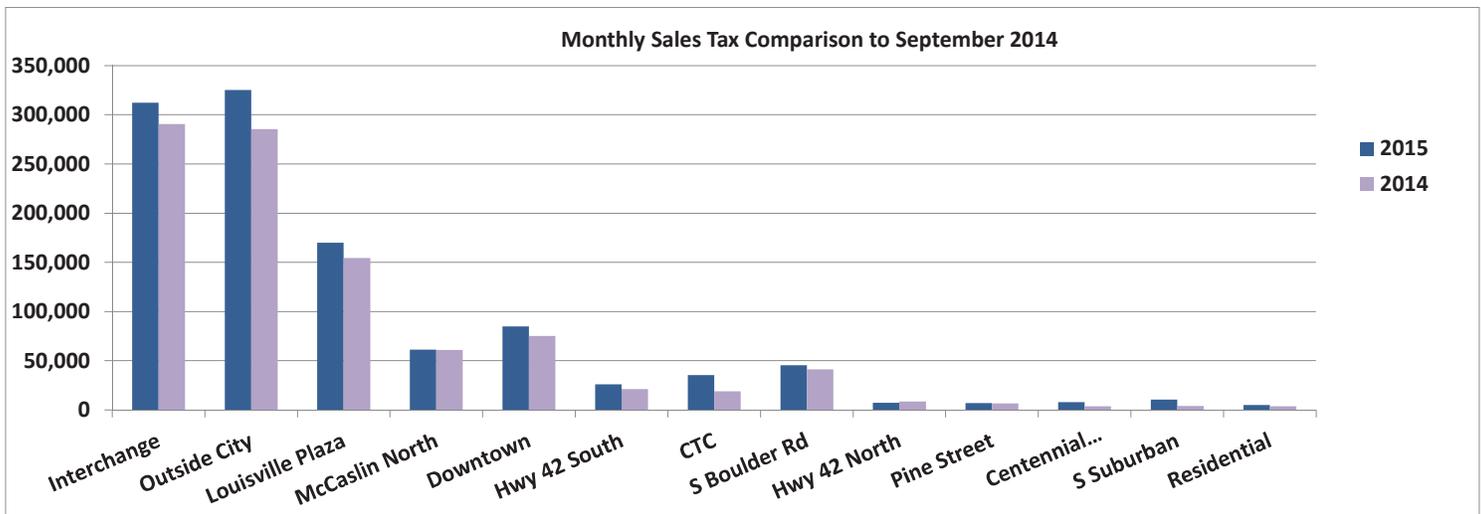
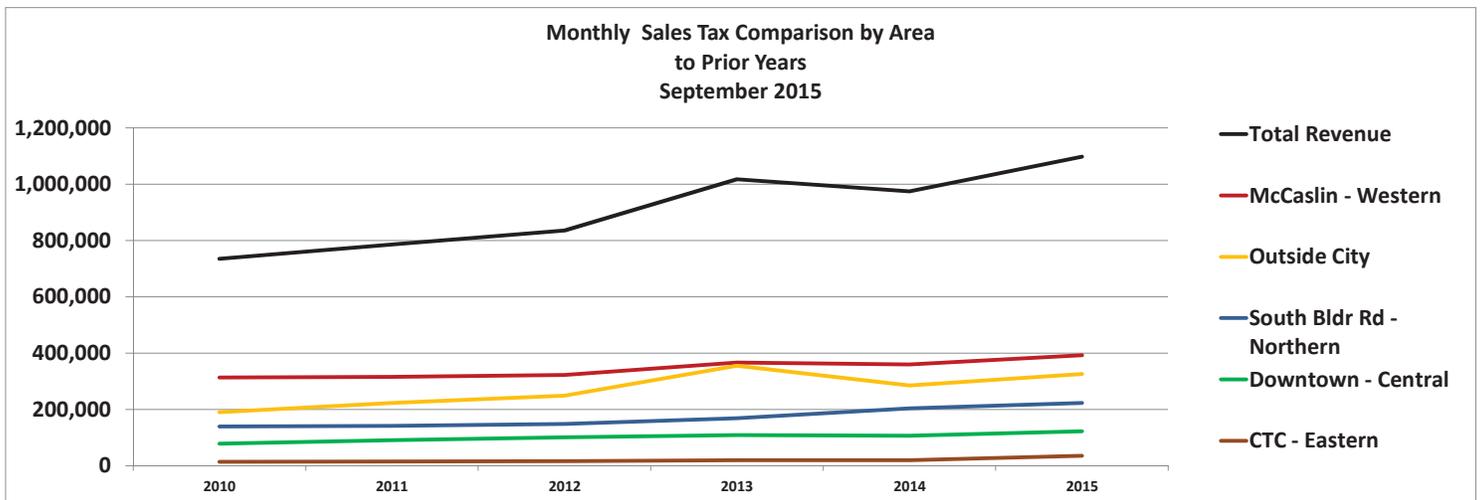
Month Of Sale	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projection	2015 Actual	Mnthly % Of 2014	Y-T-D % Of 2014	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	24,333	27,928	184,731	40,650	135,061	65,576	161.3%	161.3%	48.6%	48.6%
Feb	45,823	40,696	69,470	196,461	145,887	35,569	18.1%	42.7%	24.4%	36.0%
Mar	15,941	109,195	263,140	99,076	191,375	136,921	138.2%	70.8%	71.5%	50.4%
Apr	45,812	150,645	78,235	93,637	153,968	93,561	99.9%	77.2%	60.8%	53.0%
May	38,312	55,162	54,267	270,829	238,803	157,466	58.1%	69.8%	65.9%	56.5%
Jun	50,480	89,259	120,854	102,883	173,417	42,484	41.3%	66.2%	24.5%	51.2%
Jul	83,345	88,794	91,461	70,466	139,917	472,951	671.2%	114.9%	338.0%	85.2%
Aug	91,563	62,942	87,374	46,088	163,423	214,635	465.7%	132.5%	131.3%	90.9%
Sep	92,181	35,963	19,729	58,752	119,722	98,891	168.3%	134.7%	82.6%	90.2%
Oct	96,533	87,218	130,501	57,992	161,417	-	0.0%	127.1%	0.0%	81.2%
Nov	65,564	15,558	79,635	157,394	143,759	-	0.0%	110.4%	0.0%	74.6%
Dec	85,218	90,571	20,236	24,949	117,091	-	0.0%	108.1%	0.0%	70.0%
Totals	735,105	853,932	1,199,631	1,219,177	1,883,840	1,318,053				
% Of Change	175.9%	16.2%	40.5%	1.6%	54.5%					

**City of Louisville, Colorado
Consumer Use Tax Revenue
2011 -2015**

Month Of Sale	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projection	2015 Actual	Mnthly % Of 2014	Y-T-D % Of 2014	Mnthly % Of Proj	Y-T-D % Of Proj
Jan	11,262	32,851	37,090	140,825	69,514	86,310	61.3%	61.3%	124.2%	124.2%
Feb	5,900	52,354	74,247	73,497	64,495	92,813	126.3%	83.6%	143.9%	133.7%
Mar	45,119	79,749	85,187	111,992	100,829	146,179	130.5%	99.7%	145.0%	138.5%
Apr	15,521	51,813	61,435	122,627	78,709	94,037	76.7%	93.4%	119.5%	133.7%
May	15,403	118,389	123,930	60,387	99,596	101,700	168.4%	102.3%	102.1%	126.1%
Jun	32,373	108,900	117,226	127,410	120,823	139,860	109.8%	103.8%	115.8%	123.8%
Jul	19,392	27,905	82,469	122,959	79,125	83,003	67.5%	97.9%	104.9%	121.3%
Aug	22,640	162,310	39,698	129,430	110,857	135,998	105.1%	99.0%	122.7%	121.5%
Sep	43,390	71,431	118,185	99,986	104,255	151,963	152.0%	104.3%	145.8%	124.6%
Oct	35,381	34,241	233,281	88,790	122,634	-	0.0%	95.7%	0.0%	108.5%
Nov	27,461	51,205	190,782	240,584	159,684	-	0.0%	78.3%	0.0%	92.9%
Dec	282,224	410,995	366,082	149,849	378,569	-	0.0%	70.3%	0.0%	69.3%
Totals	556,065	1,202,143	1,529,611	1,468,338	1,489,090	1,031,863				
% Of Change		116.2%	27.2%	-4.0%	1.4%					

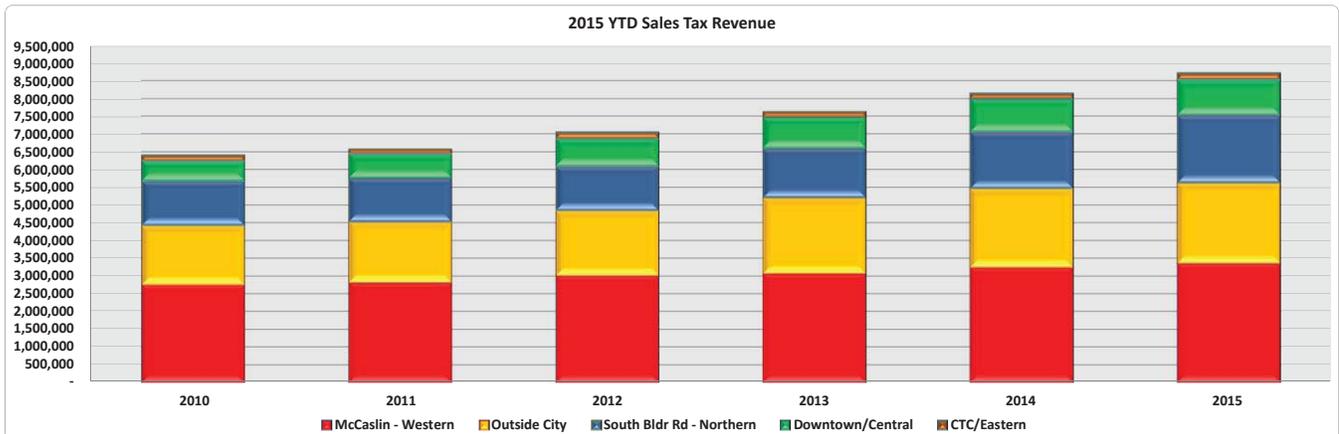
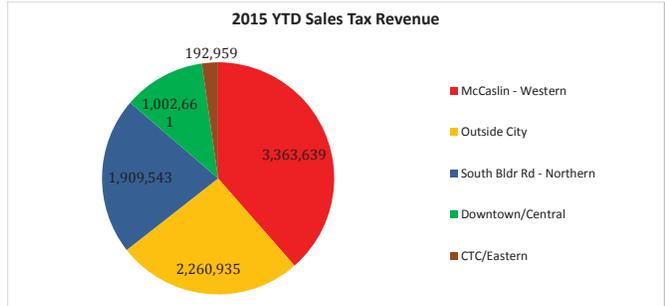
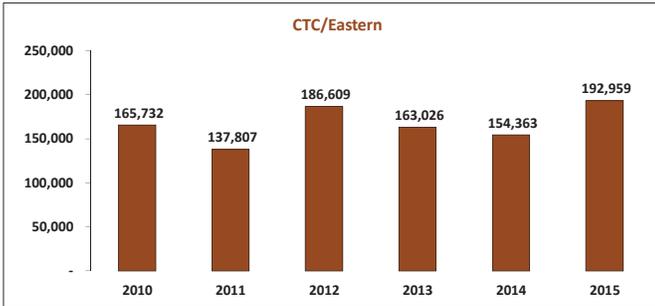
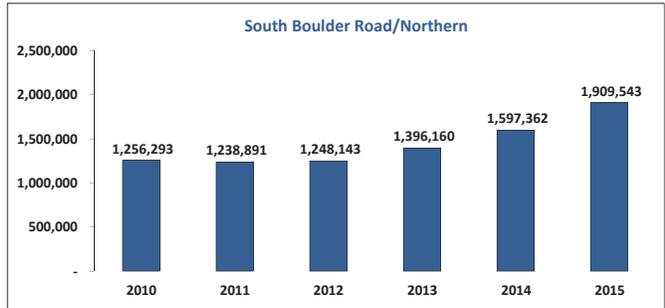
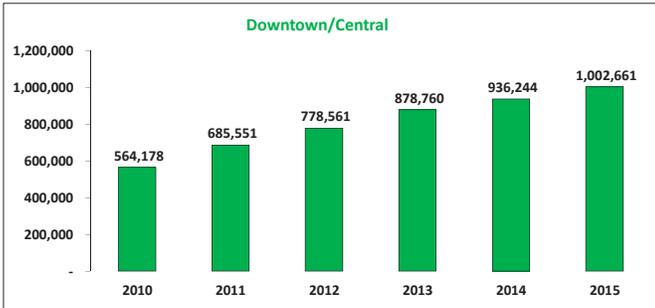
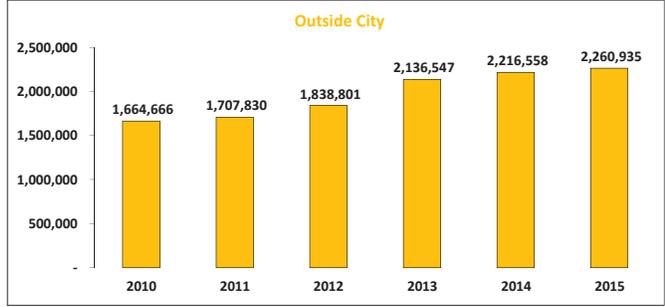
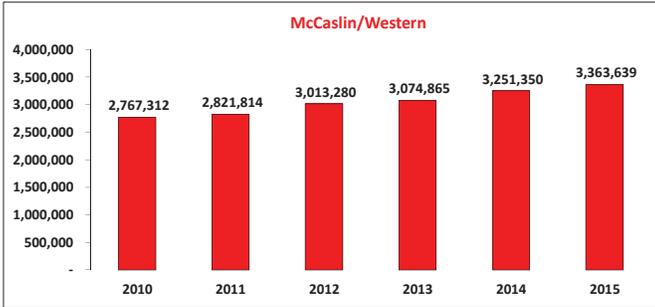
Monthly Sales Tax Revenue Comparisons by Area (September 2015)

AREA NAME	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	% Of Total	% Change
Interchange	251,917	252,248	263,297	301,016	290,518	312,304	28.4%	7.5%
Outside City	190,506	222,950	249,393	354,945	285,379	325,220	29.6%	14.0%
Louisville Plaza	121,207	122,103	128,044	149,082	154,373	169,868	15.5%	10.0%
McCaslin North	54,478	56,144	51,591	58,348	60,899	61,341	5.6%	0.7%
Downtown	53,065	64,421	68,557	75,151	75,187	84,932	7.7%	13.0%
Hwy 42 South	16,644	18,635	17,691	21,868	21,235	25,827	2.4%	21.6%
CTC	13,187	15,002	16,426	19,278	19,025	35,424	3.2%	86.2%
S Boulder Rd	10,829	10,775	11,157	13,453	41,238	45,337	4.1%	9.9%
Hwy 42 North	7,652	8,497	8,805	5,685	8,591	7,354	0.7%	-14.4%
Pine Street	3,873	5,347	10,546	8,259	6,438	6,877	0.6%	6.8%
Centennial Valley	(65)	1,344	1,467	864	3,692	7,802	0.7%	111.3%
S Suburban	6,620	6,056	5,613	5,921	4,032	10,568	1.0%	162.1%
Residential	5,035	2,264	3,528	3,920	3,745	4,943	0.5%	32.0%
Total Revenue	734,949	785,785	836,117	1,017,791	974,352	1,097,796		
% Of Change	-3.6%	6.9%	6.4%	21.7%	16.5%	12.7%		



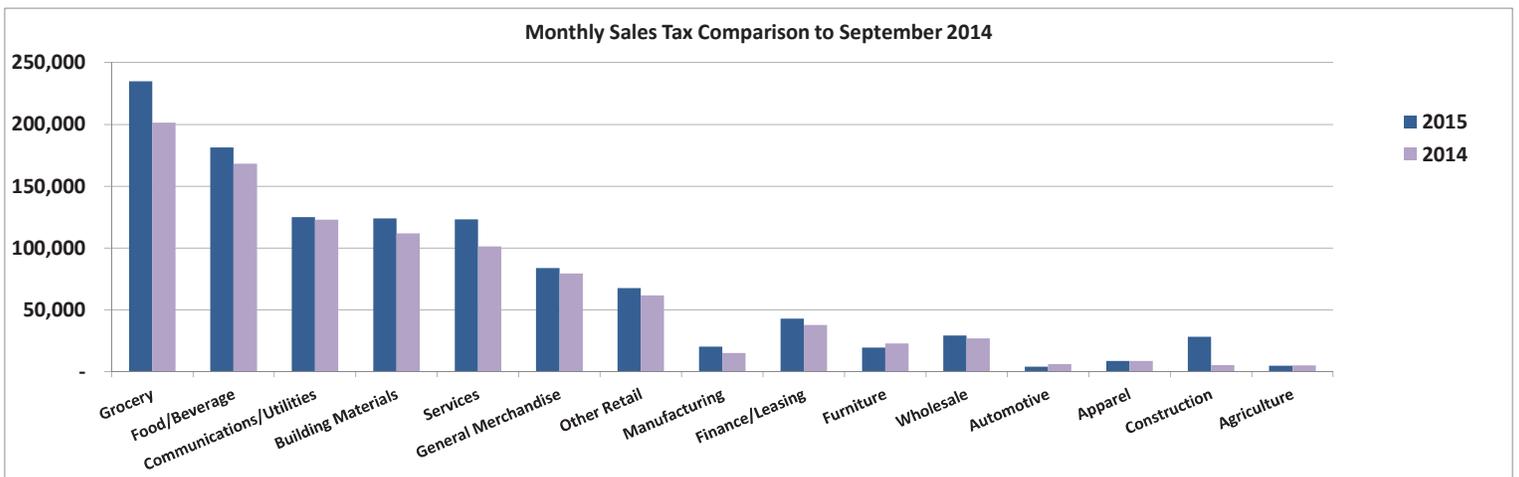
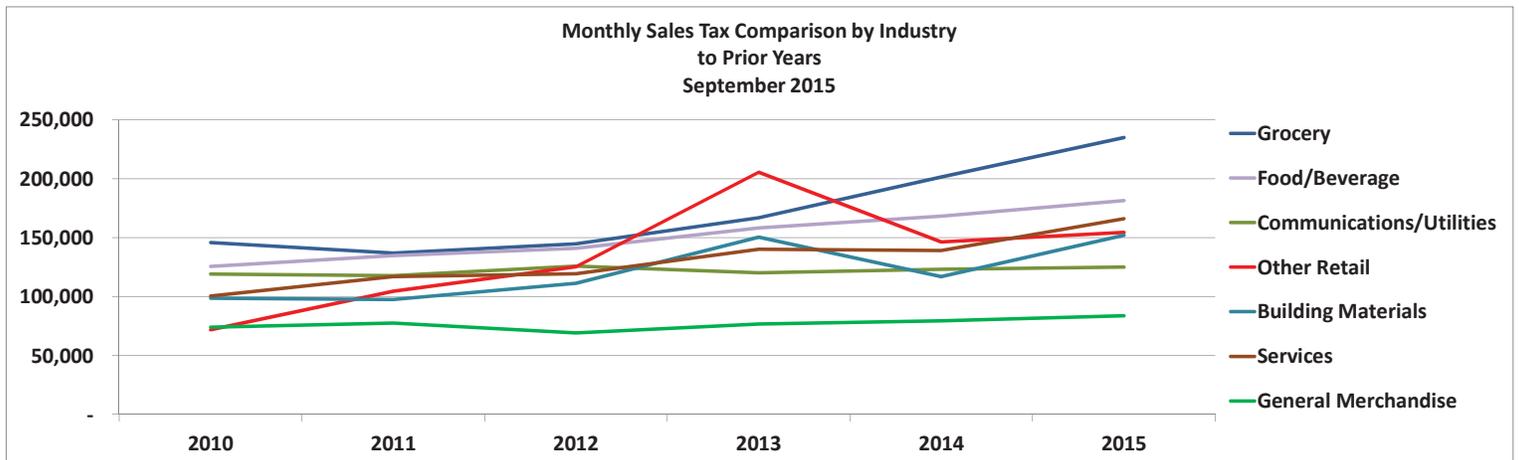
CITY OF LOUISVILLE
Sales Tax Revenue History by Area (Jan - Sept. 2015)

	2010	% Var	2011	% Var	2012	% Var	2013	% Var	2014	% Var	2015	% Var	% of Total
McCaslin - Western	2,767,312	-15.87%	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%	38.5%
Outside City	1,664,666	13.36%	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%	25.9%
South Bldr Rd - Northern	1,256,293	2.85%	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%	21.9%
Downtown/Central	564,178	13.04%	685,551	21.51%	778,561	13.57%	878,760	12.87%	936,244	6.54%	1,002,661	7.09%	11.5%
CTC/Eastern	165,732	22.33%	137,807	-16.85%	186,609	35.41%	163,026	-12.64%	154,363	-5.31%	192,959	25.00%	2.2%
	6,418,182	-3.0%	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%	



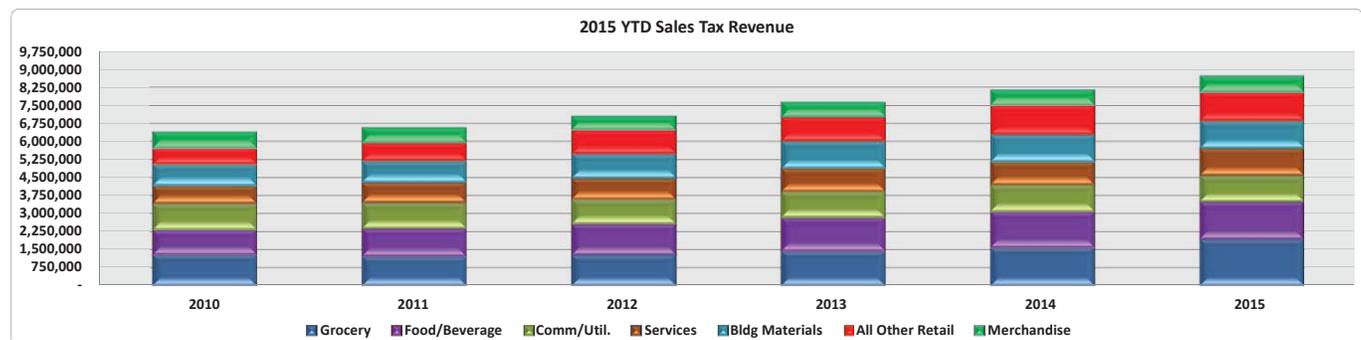
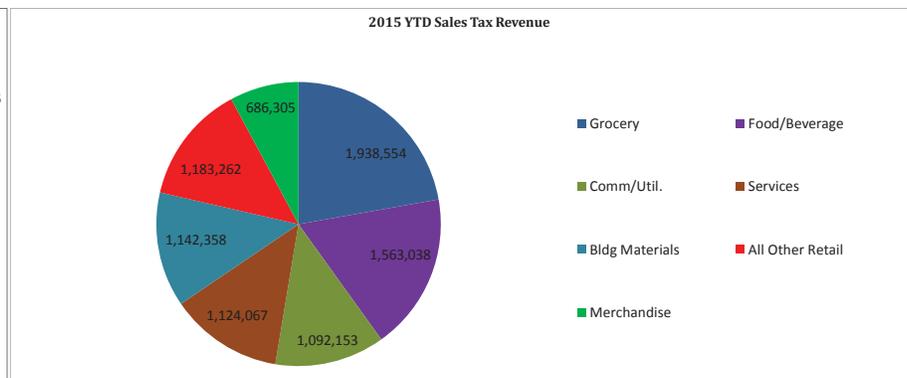
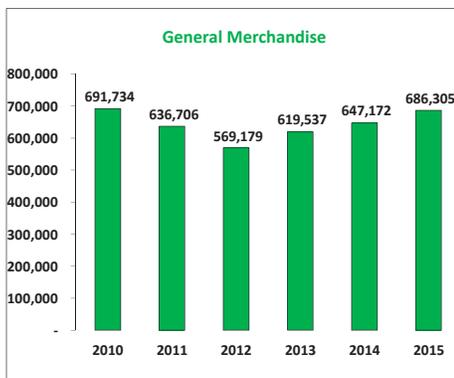
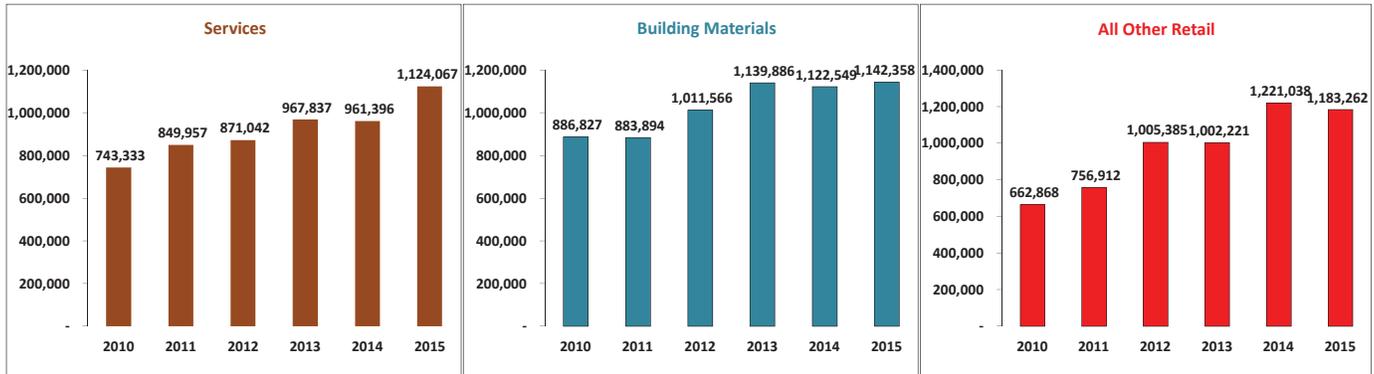
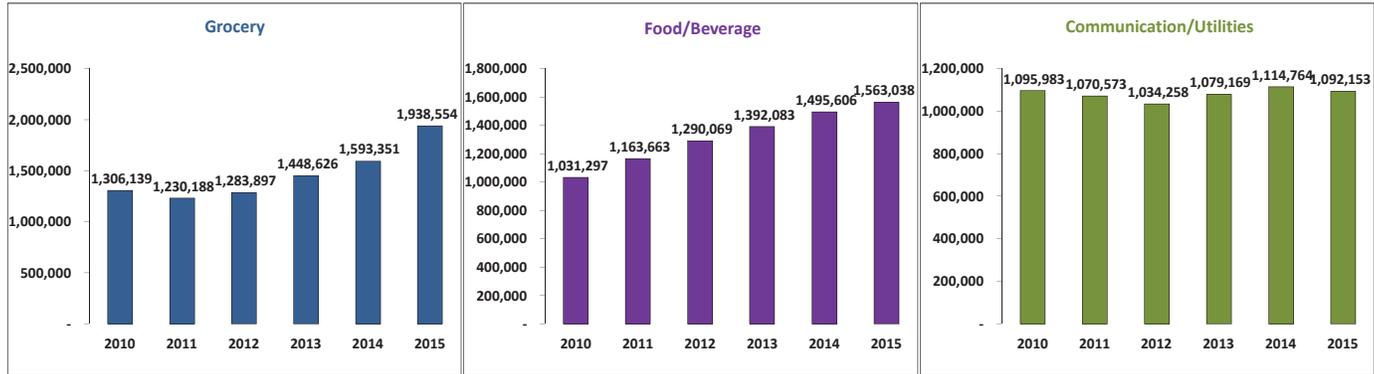
Monthly Sales Tax Revenue Comparisons by Industry (September 2015)

AREA NAME	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	% Of Total	% Change
Grocery	145,886	136,929	144,628	166,752	201,457	234,987	21.4%	16.6%
Food/Beverage	125,497	134,799	140,873	158,161	168,279	181,431	16.5%	7.8%
Communications/Utilities	119,092	117,792	125,755	120,115	122,985	125,072	11.4%	1.7%
Building Materials	94,818	95,962	106,993	146,116	111,767	123,879	11.3%	10.8%
Services	80,542	90,775	96,152	108,993	101,285	123,174	11.2%	21.6%
General Merchandise	74,021	77,584	69,034	76,593	79,344	83,796	7.6%	5.6%
Other Retail	32,226	45,970	60,210	42,726	61,728	67,720	6.2%	9.7%
Manufacturing	6,732	11,278	17,844	100,502	15,178	20,281	1.8%	33.6%
Finance/Leasing	19,747	26,007	23,099	31,199	37,767	42,984	3.9%	13.8%
Furniture	12,377	16,494	18,302	27,914	22,827	19,581	1.8%	-14.2%
Wholesale	11,782	18,352	14,135	17,474	26,889	29,365	2.7%	9.2%
Automotive	4,380	4,551	7,409	4,623	5,960	3,918	0.4%	-34.3%
Apparel	3,292	6,727	5,708	8,205	8,548	8,679	0.8%	1.5%
Construction	3,600	1,554	4,275	4,367	5,193	28,159	2.6%	442.3%
Agriculture	955	1,013	1,700	4,050	5,145	4,769	0.4%	-7.3%
Totals	734,949	785,785	836,117	1,017,791	974,352	1,097,796		
% Of Change	-3.6%	6.9%	6.4%	21.7%	16.5%	12.7%		

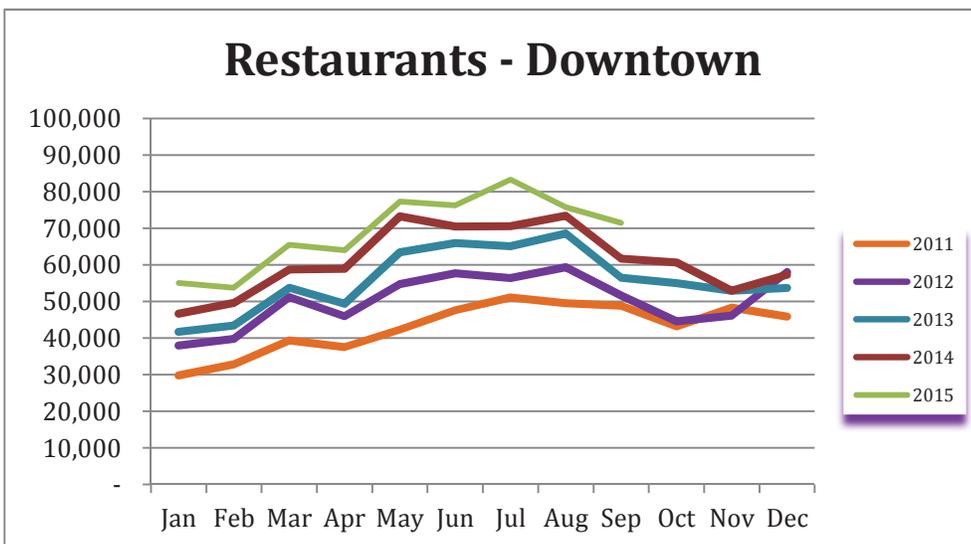
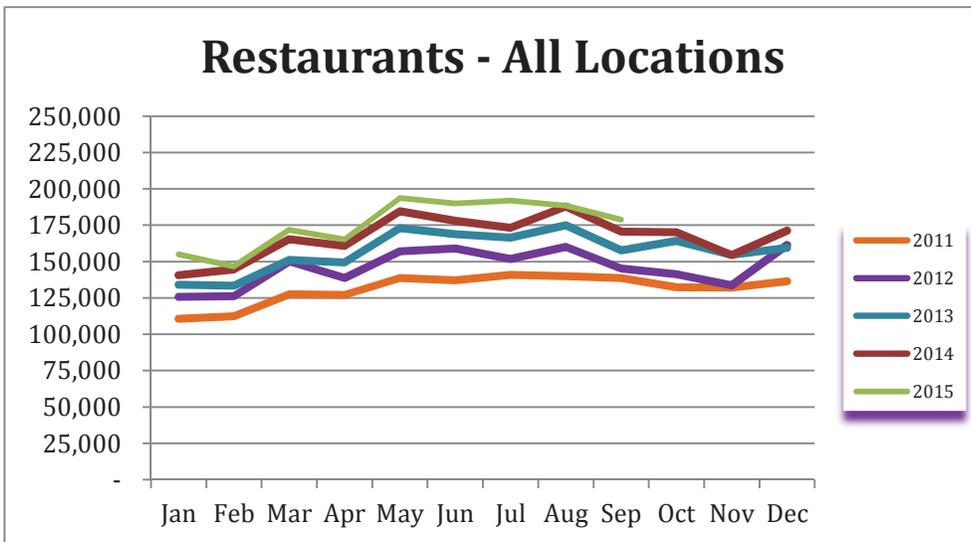
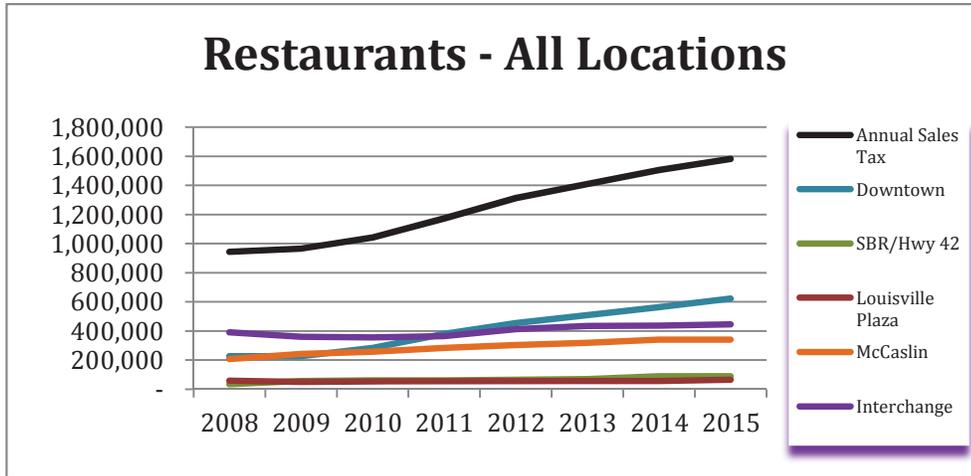


CITY OF LOUISVILLE
Revenue History by Industry (Jan - Sept. 2015)

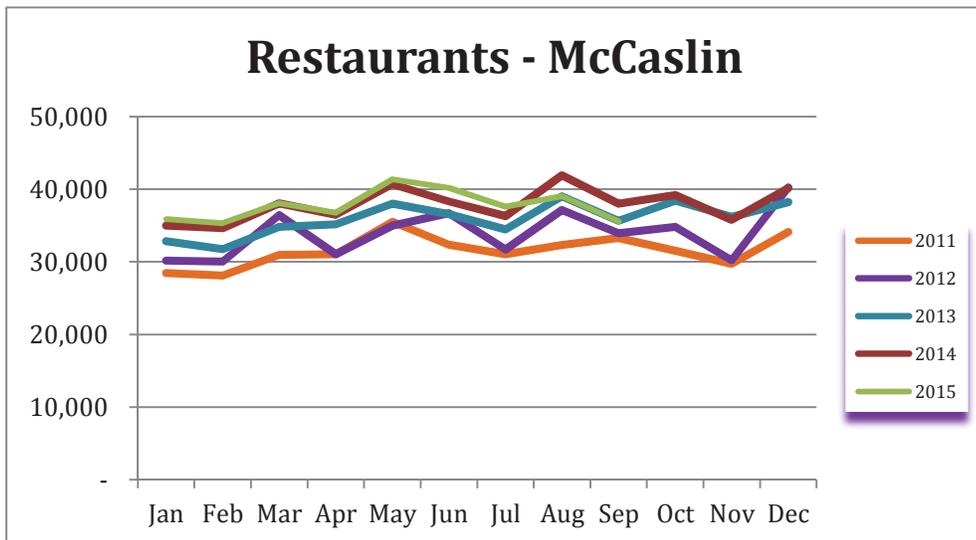
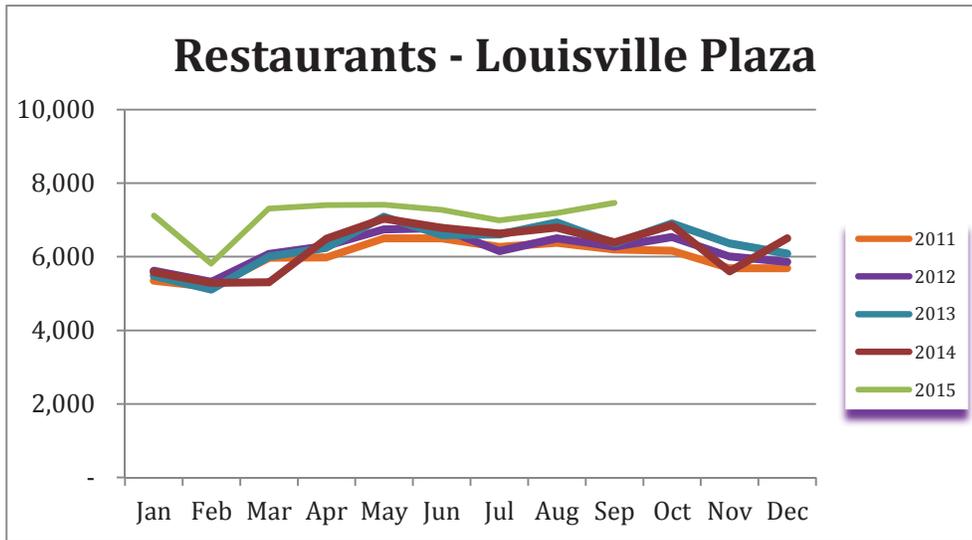
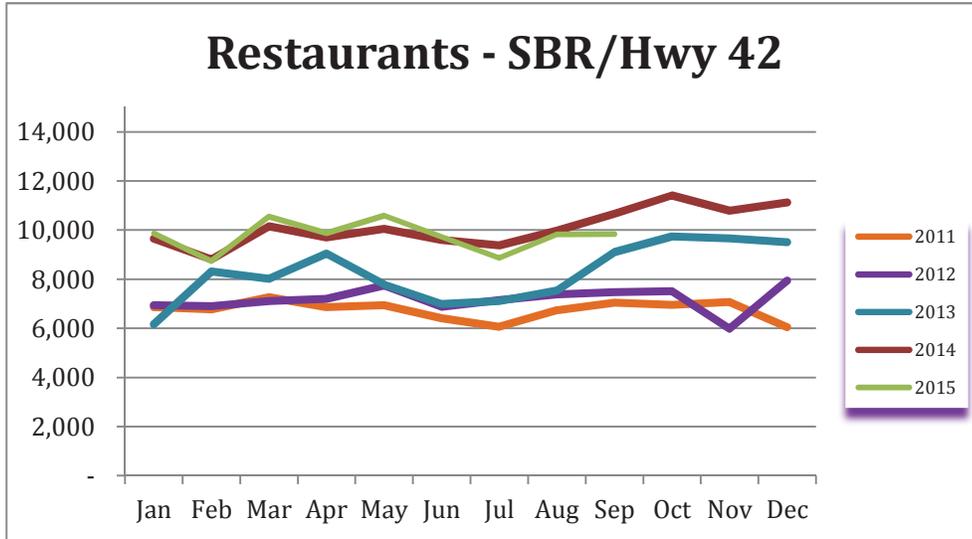
	2010	% Var	2011	% Var	2012	% Var	2013	% Var	2014	% Var	2015	% Var	% of Total
Grocery	1,306,139	4.89%	1,230,188	-5.8%	1,283,897	4.4%	1,448,626	12.8%	1,593,351	10.0%	1,938,554	21.7%	22.2%
Food/Beverage	1,031,297	9.05%	1,163,663	12.8%	1,290,069	10.9%	1,392,083	7.9%	1,495,606	7.4%	1,563,038	4.5%	17.9%
Comm/Util.	1,095,983	6.10%	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%	12.5%
Services	743,333	-1.53%	849,957	14.3%	871,042	2.5%	967,837	11.1%	961,396	-0.7%	1,124,067	16.9%	12.9%
Bldg Materials	886,827	0.74%	883,894	-0.3%	1,011,566	14.4%	1,139,886	12.7%	1,122,549	-1.5%	1,142,358	1.8%	13.1%
All Other Retail	662,868	36.66%	756,912	14.2%	1,005,385	32.8%	1,002,221	-0.3%	1,221,038	21.8%	1,183,262	-3.1%	13.6%
Merchandise	691,734	-45.52%	636,706	-8.0%	569,179	-10.6%	619,537	8.8%	647,172	4.5%	686,305	6.0%	7.9%
	6,418,182	-3.0%	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%	



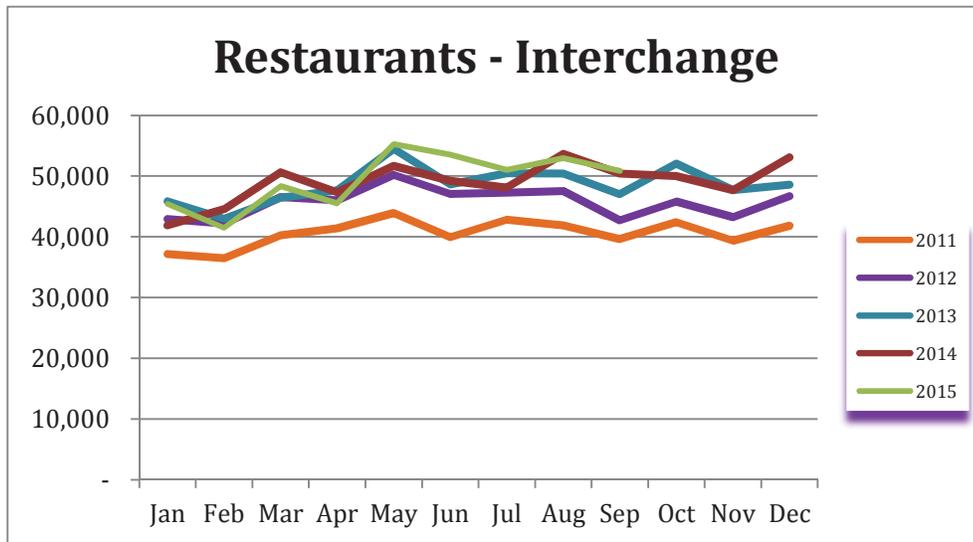
**Restaurant Graphs
September 2015**



**Restaurant Graphs
September 2015**



Restaurant Graphs
September 2015

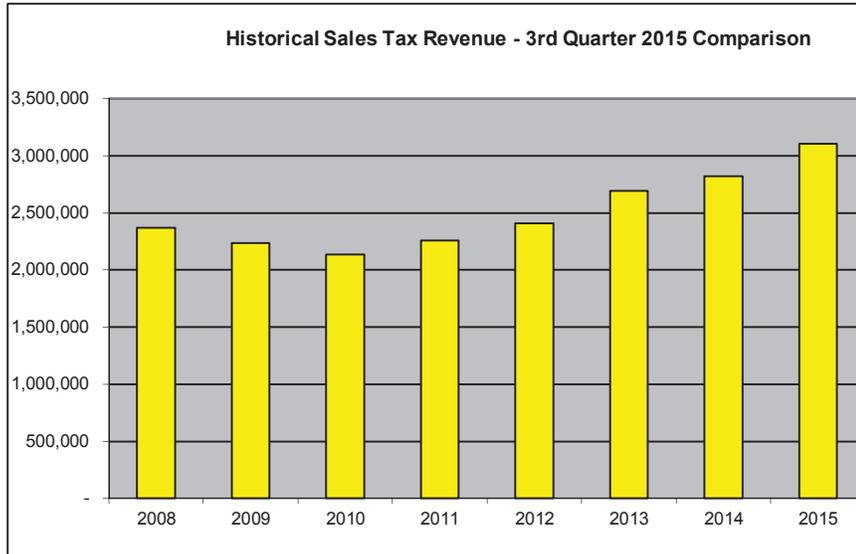


CITY OF LOUISVILLE
2015 HISTORICAL SALES TAX REVENUE (COMPARISONS FROM 2008 - 2015)
9/30/2015

MONTH	2008	2009 *	2010	2011	2012	2013	2014	2015
January	730,950	758,656	652,461	634,012	681,326	777,242	798,792	930,279
February	660,361	600,069	603,533	589,984	656,603	669,879	708,164	751,446
March	775,718	751,129	772,957	776,647	816,468	820,313	891,756	966,850
April	744,665	711,199	718,508	725,384	757,617	870,965	990,489	926,082
May	800,688	741,994	733,372	734,017	855,685	918,954	928,421	931,057
June	850,363	813,144	804,590	871,414	890,833	895,906	1,013,900	1,116,715
July	801,783	762,592	712,442	735,710	794,745	856,770	866,647	1,026,333
August	752,023	712,559	685,926	738,939	776,002	821,538	983,356	983,178
September	814,631	762,495	736,581	785,785	836,117	1,017,791	974,352	1,097,796
October	702,582	724,281	683,343	718,122	737,769	827,461	876,022	-
November	698,913	698,436	662,050	746,388	855,913	812,544	867,460	-
December	1,026,800	1,004,279	963,270	1,052,498	1,091,578	1,125,418	1,294,297	-
Total Tax	\$ 9,359,476	\$ 9,040,831	\$ 8,729,032	\$ 9,108,901	\$ 9,750,654	\$ 10,414,782	\$ 11,193,655	\$ 8,729,737
Tax Variance %	-0.4%	-3.4%	-3.4%	4.4%	7.0%	6.8%	7.5%	-22.0%

Quarterly Summary	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
1st Quarter	2,167,028	2,109,854	2,028,951	2,000,643	2,154,396	2,267,435	2,398,712	2,648,576
2nd Quarter	2,395,716	2,266,336	2,256,470	2,330,815	2,504,135	2,685,825	2,932,810	2,973,855
3rd Quarter	2,368,437	2,237,645	2,134,948	2,260,434	2,406,864	2,696,099	2,824,355	3,107,307
4th Quarter	2,428,294	2,426,996	2,308,663	2,517,009	2,685,259	2,765,423	3,037,779	-
Tax Incr/(Decr) YTD	53,177	(130,792)	(102,697)	125,486	146,429	289,235	128,256	282,952
Tax Variance % YTD	2.3%	-5.5%	-4.6%	5.9%	6.5%	12.0%	4.8%	10.0%

* Includes Historic Preservation Tax (HPT) of .125% or 3.7% increase in total tax rate.



**SUBJECT: FINANCIAL STATEMENTS FOR PERIOD ENDING OCTOBER
31, 2015**

DATE: NOVEMBER 23, 2015

PRESENTED BY: GRAHAM CLARK, FINANCE

SUMMARY:

The accompanying statements are for the ten months (83.3%) ending October 31st, 2015. The 2015 budget numbers reflect the original 2015 budget passed November 3, 2014 and the budget amendment that was passed on May 5, 2015.

General Fund:

Through October 31st, General Fund revenues exceed expenditures by \$3,130,208. Total revenue is 87.6% of the annual budget and expenditures are 66.3%. The Lucky Pie sale of property is under the Miscellaneous & Sale of Asset revenue line which is why that revenue account is exceeding the budget. The HR, Legislative and City Attorney lines are trending higher than the YTD percentage of 83.3%.

Open Space & Parks Fund:

Through October 31st, Open Space and Parks expenditures exceed revenues by \$2,580,395. Total revenue is 53.8% of the annual budget and expenditures are 80.0%. Of the \$3.1M budgeted for capital in the Open Space and Parks fund this year, \$2.7M is for the new City Shops. To date \$2.45M of the \$2.7M budgeted has been spent.

Capital Projects Fund:

Through October 31st, Capital Projects expenditures exceed revenues by \$28,836. Total revenue is 47% of the annual budget and expenditures are 28.3%. The major projects in Public Works capital this year include: City shops, DDI, and Bridge reconstruction.

Water Utility Fund:

Through October 31st, expenditures exceed revenues by \$568,315. Total revenue is 80.1% of the annual budget and expenses are 59.2%. The abnormally wet summer has decreased revenue. However, the last few months we have recovered nicely. For the first time all year our revenues are higher than they were last year at this time. This is consistent with the rate increases to the different customer classes back in May. Tap

SUBJECT: FINANCIAL STATEMENTS FOR PERIOD ENDING OCTOBER 31, 2015

DATE: NOVEMBER 23, 2015

PAGE 2 OF 2

fees are above the previous year by \$428K YTD. Tap fees are still \$600K lower than the budget (YTD).

Wastewater Utility Fund:

Through October 31st, revenues exceed expenditures by \$21,816,150. This is due to proceeds from the bond. Total revenue is 162.4% of the annual budget. Grant revenue in this fund will not be realized until 2016. Expenses are at 35.1% of the annual budget.

Golf Course Fund:

Through October 31st, expenditures exceed revenues by \$956,753. Revenue is at 32.7% of the annual budget, partially due to FEMA money received. Expenses are at 69.1% of the annual budget.

City of Louisville, Colorado
General Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Property Taxes	2,254,404	2,311,424	2,308,781	2,370,000	2,354,911	99.4%
Sales Tax	5,958,797	6,396,965	4,783,898	6,704,600	4,991,128	74.4%
Use Tax-Consumer/Auto /Bldg	1,808,620	1,888,509	1,351,330	1,888,840	1,424,753	75.4%
Other Taxes	1,699,990	1,834,507	1,236,493	1,803,000	1,331,794	73.9%
Licenses & Permits	1,153,558	1,025,249	885,687	1,331,980	1,297,092	97.4%
Intergovernmental Revenue	1,065,336	1,299,037	988,494	1,096,750	975,847	89.0%
Charges for Services	1,816,836	1,822,559	1,502,756	1,810,400	1,521,231	84.0%
Fines & Forfeitures	223,608	250,634	202,540	227,470	159,758	70.2%
Misc. & Sale of Asset Revenue	372,363	355,026	250,911	248,470	1,483,514	597.1%
Interfund Transfers	250,000	1,000,000	-	250,000	-	0.0%
Total Revenue & Other Sources	16,603,512	18,183,910	13,510,890	17,731,510	15,540,028	87.6%
% of Prior Year	107.9%	109.5%	81.4%	97.5%	115.0%	
Expenditures						
Central Charges	360,864	311,941	265,947	352,580	319,212	90.5%
Legislative	370,015	339,551	287,949	399,430	336,850	84.3%
City Manager	608,702	733,120	578,153	859,240	637,291	74.2%
City Attorney	145,741	196,866	145,554	150,000	210,542	140.4%
City Clerk	171,130	171,429	134,670	262,270	140,145	53.4%
Human Resources	307,002	335,680	271,367	373,700	320,849	85.9%
Information Technology	279,575	286,975	226,382	394,040	262,936	66.7%
Finance	358,580	408,368	316,219	507,580	338,557	66.7%
Police	4,419,405	4,646,951	3,618,457	4,960,550	3,652,710	73.6%
Public Works	2,073,151	2,474,098	1,945,858	2,201,600	1,623,110	73.7%
Planning	907,443	864,278	640,575	1,214,240	810,628	66.8%
Library/Museum	1,499,787	1,616,094	1,286,048	1,793,510	1,325,802	73.9%
Recreation & Senior Services	2,355,218	2,563,027	2,019,053	2,673,670	2,171,888	81.2%
Parks & Open Space	450,875	147,191	117,998	196,820	148,276	75.3%
Interfund Transfers	63,150	5,919,881	4,289,525	2,386,720	111,025	4.7%
Total Expenditures & Other Uses	14,370,639	21,015,450	16,143,755	18,725,950	12,409,820	66.3%
% of Prior Year	82.3%	146.2%	112.3%	89.1%	76.9%	
Revenue Over/(Under) Expend's	2,232,875	(2,831,541)	(2,632,865)	(994,440)	3,130,208	
Beginning Fund Balance	4,257,453	6,490,328	6,490,328	3,658,788	3,658,788	
Ending Fund Balance	6,490,328	3,658,788	3,857,464	2,664,348	6,788,996	
% of Change from Prior Year	52.4%	-43.6%	-40.6%	-27.2%	76.0%	

City of Louisville, Colorado
Urban Renewal Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Property Tax	64,010	191,316	190,458	363,740	388,213	106.7%
Bond Proceeds/Developer Contr.	-	843,440	843,440	490,000	469,600	95.8%
Interest Earnings	139	512	463	700	1,626	232.2%
Total Revenue & Other Sources	64,150	1,035,268	1,034,360	854,440	859,439	100.6%
% of Prior Year	111.7%	1613.8%	1612.4%	82.5%	83.1%	
Expenditures						
Professional Services	33	122	56	50	213	426.0%
Support Services - City of Louisville	63,527	35,900	-	42,000	-	0.0%
Capital/TIF repayment	-	-	-	99,250	-	0.0%
Bond Issuance Costs	-	55,500	-	1,500	-	0.0%
Payments from Construction Fund DE	-	217,728	-	967,000	435,100	45.0%
Regional Detention Facility	-	-	-	325,000	-	0.0%
Total Expenditures & Other Uses	63,560	309,250	56	1,434,800	435,313	30.3%
% of Prior Year	101.1%	486.5%	0.1%	464.0%	779571.2%	
Revenue Over/(Under) Expend's	590	726,018	1,034,305	(580,360)	424,126	
Beginning Fund Balance	0	590	590	726,608	726,608	
Ending Fund Balance	590	726,608	1,034,895	146,248	1,150,734	
% of Change from Prior Year	226815.4%	123058.1%	123058.1%	-79.9%	11.2%	

City of Louisville, Colorado
PEG Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Technical Grant						
PEG Funds	24,055	25,437	12,650	25,000	19,012	76.0%
Interest Earnings	211	204	218	250	171	68.3%
Total Revenue & Other Sources	24,266	25,642	12,868	25,250	19,183	76.0%
% of Prior Year	91.4%	105.7%	53.0%	98.5%	149.1%	
Expenditures						
Technical Grant Expenses	-					
PEG Funds - CCTV	-					
PEG Funds - Capital Outlay City	34	49,804	38,180	15,000	26,217	174.8%
Investment Fees	34	31	25	40	25	63.0%
Total Expenditures & Other Uses	68	49,836	38,205	15,040	26,243	174.5%
% of Prior Year	1.1%	73115.6%	56051.9%	30.2%	68.7%	
Revenue Over/(Under) Expend's	24,197	(24,194)	(25,337)	10,210	(7,060)	
Beginning Fund Balance	43,595	67,792	67,792	43,599	43,599	
Ending Fund Balance	67,792	43,599	42,456	53,809	36,538	
% of Change from Prior Year	192.7%	-35.7%	-37.4%	23.4%	-13.9%	

City of Louisville, Colorado
 Open Space and Parks Fund
 Revenue, Expenditures, & Changes to Fund Balance
 October 31, 2015
 83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Sales Tax	1,129,209	1,227,792	898,550	1,287,660	953,364	74.0%
Use Tax-Consumer/Auto /Bldg	415,181	418,803	313,265	424,170	372,398	87.8%
Miscellaneous	(6,748)	11,949	-	-	2,775	
Grant Revenues	26,865	283,660	138,230	258,000	11,624	4.5%
Interest Earnings	30,708	26,204	22,876	25,000	15,992	64.0%
Land Dedication Fee	1,200	95,666	112,089	-	33,438	
Sale of Assets	123,905	3,475	3,475	202,770	204,013	100.6%
Transfer from General Fund	515,140	408,480	-	570,120	-	0.0%
Transfer from Impact Fee	-	-	-	192,000	-	0.0%
Total Revenue & Other Sources	2,235,460	2,476,030	1,488,486	2,959,720	1,593,605	53.8%
% of Prior Year	137.1%	110.8%	66.6%	119.5%	107.1%	
Expenditures						
Legal			-	-	2,666	
Administration	1,096,602	1,728,545	1,423,406	2,040,710	1,552,887	76.1%
Capital	1,697,687	2,834,406	2,157,023	3,178,630	2,618,447	82.4%
Total Expenditures & Other Uses	2,794,289	4,562,951	3,580,428	5,219,340	4,174,000	80.0%
% of Prior Year	174.5%	163.3%	128.1%	114.4%	116.6%	
Revenue Over/(Under) Expend's	(558,829)	(2,086,922)	(2,091,942)	(2,259,620)	(2,580,395)	
Beginning Fund Balance	7,898,898	7,340,069	7,340,069	5,253,147	5,253,147	
Ending Fund Balance	7,340,069	5,253,147	5,248,126	2,993,527	2,672,752	
% of Change from Prior Year	-7.1%	-28.4%	-28.4%	-43.0%	-49.1%	

City of Louisville, Colorado
Conservation Trust - Lottery
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
State Lottery	201,131	183,996	140,494	191,070	98,368	51.5%
Interest Earnings	1,587	2,059	2,050	2,500	2,475	99.0%
Miscellaneous Revenue	4,629		-	-	2,450	
Total Revenue & Other Sources	207,348	186,055	142,544	193,570	103,292	53.4%
% of Prior Year	110.3%	89.7%	68.7%	104.0%	72.5%	
Expenditures						
Professional Services	286	351	248	300	365	121.8%
Capital	56,940	63,397	30,350	502,790	73,061	14.5%
Total Expenditures & Other Uses	57,227	63,748	30,598	503,090	73,426	14.6%
% of Prior Year	17.6%	111.4%	53.5%	789.2%	240.0%	
Revenue Over/(Under) Expend's	150,121	122,307	111,946	(309,520)	29,866	
Beginning Fund Balance	351,640	501,761	501,761	624,068	624,068	
Ending Fund Balance	501,761	624,068	613,707	314,548	653,933	
% of Change from Prior Year	39.1%	24.4%	24.4%	-49.6%	6.6%	

City of Louisville, Colorado
Cemetery Perpetual Care
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>Burial Permits</i>						
<i>Burial Permits - Restricted</i>	28,036	32,300	23,925	26,260	30,963	117.9%
<i>Interest Earnings</i>	461	1,563	1,582	2,500	1,751	70.0%
Total Revenue & Other Sources	28,496	33,863	25,507	28,760	32,714	113.7%
% of Prior Year	99.4%	118.8%	89.5%	84.9%	128.3%	
Expenditures						
<i>Professional Services</i>	274	265	190	250	258	103.3%
<i>Capital</i>	-	-	-	-	-	
<i>Interfund Transfers</i>	1,023	1,563	-	2,500	-	0.0%
Total Expenditures & Other Uses	1,297	1,827	190	2,750	258	9.4%
% of Prior Year	57.8%	140.9%	14.6%	150.5%	136.2%	
<i>Revenue Over/(Under) Expend's</i>	27,199	32,035	25,317	26,010	32,455	
<i>Beginning Fund Balance</i>	397,021	424,220	424,220	456,256	456,256	
Ending Fund Balance	424,220	456,256	449,537	482,266	488,711	
% of Change from Prior Year	6.9%	7.6%	7.6%	5.7%	8.7%	

City of Louisville, Colorado
Cemetery
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Burial Permits	27,473	32,300	23,925	26,260	30,963	117.9%
Burial Fees	26,673	31,227	25,757	26,260	28,560	108.8%
Interest Earnings	171	347	347	400	462	115.5%
Transfer from General Fund	63,150	71,430	59,525	133,230	111,025	83.3%
Transfer from Cemetery Perp. Care	1,023	1,563	-	2,500	-	0.0%
Total Revenue & Other Sources	118,491	136,866	109,554	188,650	171,009	90.6%
% of Prior Year	100.3%	115.5%	92.5%	137.8%	156.1%	
Expenditures						
Administration	103,434	121,398	96,954	171,650	129,409	75.4%
Capital	2,484	108	108	47,000	2,935	6.2%
Total Expenditures & Other Uses	105,918	121,506	97,061	218,650	132,344	60.5%
% of Prior Year	110.4%	114.7%	91.6%	179.9%	136.4%	
Revenue Over/(Under) Expend's	12,573	15,360	12,493	(30,000)	38,665	
Beginning Fund Balance	72,290	84,863	84,863	100,223	100,223	
Ending Fund Balance	84,863	100,223	97,356	70,223	138,888	
% of Change from Prior Year	17.4%	18.1%	18.1%	-29.9%	42.7%	

City of Louisville, Colorado
Historical Preservation Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Sales Tax	376,410	408,725	298,976	428,660	317,794	74.1%
Use Tax-Consumer/Auto /Bldg	138,657	140,456	105,276	146,030	125,152	85.7%
Grant Revenue	23,286	8,900	-	-	-	
Misc. including sale of assets	(2,339)	(809)	-	200,000	-	0.0%
Interest Earnings	7,625	7,627	7,050	6,000	3,806	63.4%
Interfund transfers			-	-	-	
Total Revenue & Other Sources	543,639	564,900	411,302	780,690	446,752	57.2%
% of Prior Year	27.6%	103.9%	75.7%	138.2%	108.6%	
Expenditures						
Administration	94,839	56,959	68,070	226,690	61,975	27.3%
Contributions	23,755	271,943	69,147	325,200	173,405	53.3%
Acquisitions	99,208	114,004	57,803	286,800	49,416	17.2%
Transfer to General Fund	250,000	1,000,000	-	250,000	-	0.0%
Total Expenditures & Other Uses	467,802	1,442,905	195,021	1,088,690	284,796	26.2%
% of Prior Year	44.1%	308.4%	41.7%	75.5%	146.0%	
Revenue Over/(Under) Expend's	75,837	(878,006)	216,281	(308,000)	161,956	
Beginning Fund Balance	1,707,439	1,783,276	1,783,276	905,270	905,270	
Ending Fund Balance	1,783,276	905,270	1,999,557	597,270	1,067,226	
% of Change from Prior Year	4.4%	-49.2%	-49.2%	-34.0%	-46.6%	

City of Louisville, Colorado
Capital Projects
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>Sales Tax</i>	2,976,598	3,197,060	2,394,790	3,350,880	2,499,828	74.6%
<i>Use Tax -Consumer/Bldg</i>	1,446,377	1,292,501	1,022,153	1,259,390	1,550,133	123.1%
<i>Grant Revenue</i>	(3,963)	274,915	132,516	3,945,240	598,584	15.2%
<i>Miscellaneous Revenue</i>	43,581	92,100	76,228	65,000	143,384	220.6%
<i>Intergovernmental Revenue</i>	-	-	-	-	-	
<i>Interfund Transfers</i>	574,350	6,641,193	4,654,773	1,585,000	-	0.0%
Total Revenue & Other Sources	5,036,943	11,497,769	8,280,460	10,205,510	4,791,929	47.0%
% of Prior Year	61.3%	228.3%	164.4%	88.8%	57.9%	
Expenditures						
<i>General Government</i>	796,977	1,053,514	771,380	2,065,570	880,264	42.6%
<i>Debt</i>	450,225	-	-	-	-	
<i>Public Works Capital</i>	3,815,527	4,420,832	2,497,738	13,541,000	3,837,812	28.3%
<i>Parks and Rec Capital</i>	458,097	565,344	193,522	222,210	102,690	46.2%
<i>Interfund Transfers</i>	434,038	3,620,370	3,742,613	1,196,000	-	0.0%
Total Expenditures & Other Uses	5,954,863	9,660,060	7,205,253	17,024,780	4,820,765	28.3%
% of Prior Year	132.1%	162.2%	121.0%	176.2%	66.9%	
<i>Revenue Over/(Under) Expend's</i>	(917,920)	1,837,709	1,075,208	(6,819,270)	(28,836)	
<i>Beginning Fund Balance</i>	6,821,951	5,904,031	5,904,031	7,741,740	7,741,740	
Ending Fund Balance	5,904,031	7,741,740	6,979,238	922,470	7,712,903	
% of Change from Prior Year	-13.3%	31.1%	31.1%	-88.1%	10.5%	

City of Louisville, Colorado
Impact Fee Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>Impact Fee - Transportation</i>	48,037	50,601	42,441	35,130	43,353	123.4%
<i>Impact Fee - Muni Govt</i>	111,877	99,627	83,747	93,670	101,918	108.8%
<i>Impact Fee - Library</i>	65,990	31,004	28,453	56,030	81,343	145.2%
<i>Impact Fee - Parks and Trails</i>	370,104	173,542	159,508	314,120	456,624	145.4%
<i>Impact Fee - Recreation</i>	244,425	114,648	105,378	207,470	301,579	145.4%
<i>Impact Fee - Police</i>			-	-	149	
<i>Interest Earnings</i>	3,952	4,356	4,748	5,000	3,476	69.5%
<i>Transfer to General fund</i>	-	-	-	98,370	-	0.0%
Total Revenue & Other Sources	844,385	473,779	424,275	809,790	988,442	122.1%
% of Prior Year	93.2%	56.1%	50.2%	170.9%	233.0%	
Expenditures						
<i>Professional Services</i>	1,149	791	576	900	480	53.3%
<i>Interfund Transfers</i>	1,089,490	984,900	-	492,000	-	0.0%
Total Expenditures & Other Uses	1,090,639	985,691	576	492,900	480	0.1%
% of Prior Year	207.6%	90.4%	0.1%	50.0%	83.3%	
<i>Revenue Over/(Under) Expend's</i>	(246,254)	(511,912)	423,699	316,890	987,962	
<i>Beginning Fund Balance</i>	1,090,799	844,545	844,545	332,633	332,633	
Ending Fund Balance	844,545	332,633	1,268,244	649,523	1,320,595	
% of Change from Prior Year	-22.3%	-60.6%	-60.6%	95.3%	4.1%	

City of Louisville, Colorado
Water Utility Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>User Fees and Related Charges</i>	4,500,656	4,641,032	4,214,822	4,553,870	4,252,852	93.4%
<i>Water Tap Fees</i>	4,009,975	2,260,605	2,157,005	3,821,470	2,585,130	67.6%
<i>Interest Earnings</i>	41,931	42,258	41,564	35,000	39,996	114.3%
<i>Miscellaneous & Grant Revenue</i>	259,463	35,817	44,132	315,000	109,960	34.9%
<i>Bond Proceeds</i>	8,355,000	-	-	-	-	
Total Revenue & Other Sources	17,167,025	6,979,712	6,457,523	8,725,340	6,987,938	80.1%
% of Prior Year	193.5%	40.7%	37.6%	125.0%	108.2%	
Expenditures						
<i>General Govt</i>	569,050	606,966	496,469	604,290	462,800	76.6%
<i>Finance</i>	90,944	84,098	60,122	90,330	65,684	72.7%
<i>Plant Operations</i>	1,359,255	1,370,303	1,150,196	1,654,220	982,495	59.4%
<i>Raw Water</i>	821,014	889,795	750,848	1,082,380	739,760	68.3%
<i>Distribution and Collection</i>	362,318	357,476	293,895	404,210	334,527	82.8%
<i>General Govt - Debt</i>	9,335,299	934,896	210,468	942,880	157,466	16.7%
<i>Public Works - Capital Replacement</i>	438,261	1,053,803	964,027	1,783,570	332,534	18.6%
<i>Public Works - Capital New/Rate study</i>	909,531	1,086,328	546,480	6,200,090	4,480,987	72.3%
<i>Interfund Transfers</i>	-	-	-	-	-	
Total Expenditures & Other Uses	13,885,672	6,383,665	4,472,503	12,761,970	7,556,253	59.2%
% of Prior Year	251.7%	46.0%	32.2%	199.9%	168.9%	
<i>Revenue Over/(Under) Expend's</i>	3,281,353	596,047	1,985,020	(4,036,630)	(568,315)	
<i>Beginning Reserves</i>	6,392,302	9,673,655	9,673,655	10,269,701	10,269,701	
Ending Reserves	9,673,655	10,269,701	11,658,674	6,233,071	9,701,387	
% of Change from Prior Year	51.3%	6.2%	6.2%	-39.3%	-16.8%	

City of Louisville, Colorado
Wastewater Utility Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>User Fees and Related Charges</i>	1,917,273	2,291,025	1,891,824	2,910,910	2,278,455	78.3%
<i>Sewer Tap Fees</i>	572,791	489,959	471,959	680,800	341,200	50.1%
<i>Interest Earnings</i>	43,999	47,851	35,151	35,000	28,777	82.2%
<i>Miscellaneous & Grant Revenue</i>	45,249	5,999	12,486	1,264,000	102,672	8.1%
<i>Interfund Transfers</i>	90,000	-	-	225,000	-	0.0%
<i>Bond Proceeds</i>	-	-	-	12,750,000	26,262,319	206.0%
Total Revenue & Other Sources	2,669,313	2,834,834	2,411,421	17,865,710	29,013,423	162.4%
% of Prior Year	101.6%	106.2%	90.3%	630.2%	1203.2%	
Expenditures						
<i>General Govt</i>	374,080	335,429	265,298	407,090	330,340	81.1%
<i>Finance</i>	71,977	69,163	50,586	72,680	61,652	84.8%
<i>Collection</i>	140,257	127,861	101,289	182,040	124,922	68.6%
<i>Plant Operations</i>	775,874	810,108	628,818	970,380	647,415	66.7%
<i>Pretreatment</i>	101,661	78,465	64,913	86,590	64,765	74.8%
<i>Public Works - Capital Replacement</i>	289,801	250,872	184,807	386,960	317,813	82.1%
<i>Public Works - Capital New</i>	940,793	1,527,832	1,136,008	16,561,850	5,147,142	31.1%
<i>Debt</i>	-	-	-	1,826,100	503,224	27.6%
Total Expenditures & Other Uses	2,694,442	3,199,731	2,431,719	20,493,690	7,197,273	35.1%
% of Prior Year	114.2%	118.8%	90.2%	640.5%	296.0%	
<i>Revenue Over/(Under) Expend's</i>	(25,129)	(364,897)	(20,298)	(2,627,980)	21,816,150	
<i>Beginning Reserves</i>	9,028,303	9,003,174	9,003,174	8,638,277	8,638,277	
Ending Reserves	9,003,174	8,638,277	8,982,876	6,010,297	30,454,427	
% of Change from Prior Year	-0.3%	-4.1%	-4.1%	-30.4%	239.0%	

City of Louisville, Colorado
Stormwater Utility Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Grant Revenue	1771.91	74,051	29	1,000,000	-	0.0%
User Fees and Related Charges	529,982	632,850	515,155	827,520	589,505	71.2%
Miscellaneous Revenues	5,183	7,950	7,802	7,500	7,680	102.4%
Sale of Fixed assets	-	-	-	-	-	-
Bond Proceeds	-	-	-	5,500,000	5,379,029	97.8%
Total Revenue & Other Sources	536,937	714,852	522,986	7,335,020	5,976,214	81.5%
% of Prior Year	59.6%	133.1%	97.4%	1026.1%	1142.7%	
Expenditures						
Stormwater Administration	141,933	209,094	190,782	151,730	89,053	58.7%
Stormwater Capital	357,504	147,867	11,013	8,043,500	897,951	11.2%
Stormwater Debt	-	-	-	575,100	103,070	17.9%
Total Expenditures & Other Uses	499,437	356,961	201,795	8,770,330	1,090,074	12.4%
% of Prior Year	87.0%	71.5%	40.4%	2456.9%	540.2%	
Revenue Over/(Under) Expend's	37,499	357,891	321,191	(1,435,310)	4,886,140	
Beginning Reserves	1,845,570	1,883,069	1,883,069	2,240,961	2,240,961	
Ending Reserves	1,883,069	2,240,961	2,204,260	805,651	7,127,101	
% of Change from Prior Year	2.1%	19.0%	19.0%	-64.0%	223.3%	

City of Louisville, Colorado
Golf Course
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Total Charges for Services			-	1,105,500	686,889	62.1%
Rental Income	90,000	60,000	-	6,900	7,968	115.5%
Miscellaneous/Grant Revenue	136,770	1,980,210	616,900	537,000	335,025	62.4%
Interfund Transfers	434,038	3,828,821	3,742,613	1,496,000	-	0.0%
Total Revenue & Other Sources	660,808	5,869,031	4,359,513	3,145,400	1,029,883	32.7%
% of Prior Year	215.3%	888.2%	659.7%	53.6%	23.6%	
Expenditures						
Golf Course Operations	133	248,673	247,117	2,190,290	1,492,100	68.1%
Golf Course Debt Service	6,376	5,139	-	10,200	-	0.0%
Interfund Transfers	90,000	-	-	-	-	
Golf Course Capital/Reconstruction	470,221	5,599,307	4,460,776	673,570	494,536	73.4%
Total Expenditures & Other Uses	566,729	5,853,119	4,707,893	2,874,060	1,986,637	69.1%
% of Prior Year	179.1%	1032.8%	830.7%	49.1%	42.2%	
Revenue Over/(Under) Expend's	94,079	15,912	(348,381)	271,340	(956,753)	
Beginning Reserves	54,072	148,151	148,151	164,063	164,063	
Ending Reserves	148,151	164,063	(200,230)	435,403	(792,691)	
% of Change from Prior Year	174.0%	10.7%	10.7%	165.4%	295.9%	

City of Louisville, Colorado
Solid Waste & Recycling Utility Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
<i>User Fees and Related Charges</i>	1,165,585	1,313,376	946,003	1,539,900	1,118,189	72.6%
<i>Prepaid Extra Bag Tags</i>	3,284	4,163	3,228	3,000	4,255	141.8%
<i>Recycling Revenue</i>	11,091	13,909	12,771	15,000	4,806	32.0%
<i>Interest Earnings</i>	1,170	907	747	1,200	852	71.0%
Total Revenue & Other Sources	1,181,130	1,332,355	962,749	1,559,100	1,128,101	72.4%
% of Prior Year	101.3%	112.8%	81.5%	117.0%	117.2%	
Expenditures						
<i>Administration</i>	20,793	17,230	13,377	41,310	35,100	85.0%
<i>Bag Purchases</i>	2,900	3,427	2,590	3,000	4,188	139.6%
<i>Professional Services</i>	1,137,962	1,243,968	889,927	1,462,020	1,065,509	72.9%
<i>Hazardous waste</i>	54,162	43,800	20,094	42,220	21,614	51.2%
Total Expenditures & Other Uses	1,215,817	1,308,424	925,988	1,548,550	1,126,411	72.7%
% of Prior Year	104.9%	107.6%	76.2%	118.4%	121.6%	
<i>Revenue Over/(Under) Expend's</i>	(34,688)	23,930	36,761	10,550	1,691	
<i>Beginning Reserves</i>	88,379	53,691	53,691	77,622	77,622	
Ending Reserves	53,691	77,622	90,452	88,172	79,312	
% of Change from Prior Year	-39.2%	44.6%	44.6%	13.6%	-12.3%	

City of Louisville, Colorado
Technology
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Total Charges for Services	47,750	47,750	39,792	47,750	39,792	83.3%
Interest Earnings	721	697	769	1,000	585	58.5%
Total Revenue & Other Sources	48,471	48,447	40,560	48,750	40,376	82.8%
% of Prior Year	98.1%	99.9%	83.7%	100.6%	99.5%	
Expenditures						
General Government	37,974	173,981	172,853	60,750	59,360	97.7%
Interfund Transfers	-	-	-	-	-	
Total Expenditures & Other Uses	37,974	173,981	172,853	60,750	59,360	97.7%
% of Prior Year	22.4%	458.2%	455.2%	34.9%	34.3%	
Revenue Over/(Under) Expend's	10,497	(125,534)	(132,293)	(12,000)	(18,984)	
Beginning Reserves	276,884	287,381	287,381	161,846	161,846	
Ending Reserves	287,381	161,846	155,088	149,846	142,862	
% of Change from Prior Year	3.8%	-43.7%	-43.7%	-7.4%	-7.9%	

City of Louisville, Colorado
 Fleet Replacement Fund
 Revenue, Expenditures, & Changes to Fund Balance
 October 31, 2015
 83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Total Charges for Services	240,030	216,460	180,383	216,460	180,383	83.3%
Total Miscellaneous	26,062	18,872	6,806	5,000	17,852	357.0%
Total Revenue & Other Sources	266,092	235,332	187,189	221,460	198,235	89.5%
% of Prior Year	114.7%	88.4%	70.3%	94.1%	105.9%	
Expenditures						
General Government	391,092	455,551	285,392	391,500	267,414	68.3%
Total Expenditures & Other Uses	391,092	455,551	285,392	391,500	267,414	68.3%
% of Prior Year	152.9%	116.5%	73.0%	85.9%	93.7%	
Revenue Over/(Under) Expend's	(125,000)	(220,219)	(98,202)	(170,040)	(69,179)	
Beginning Reserves	1,112,746	987,745	987,745	767,526	767,526	
Ending Reserves	987,745	767,526	889,543	597,486	698,347	
% of Change from Prior Year	-11.2%	-22.3%	-22.3%	-22.2%	-21.5%	

City of Louisville, Colorado
Library Debt Fund
Revenue, Expenditures, & Changes to Fund Balance
October 31, 2015
83.3% of the year completed

	2013 Actual	2014 Actual	2014 Actual at 10/31	2015		
				Current Budget	YTD Actual	% of Budget
Revenue						
Property Tax	664,014	685,085	679,931	697,650	697,090	99.9%
Interest Earnings	-	3,701	3,766	5,000	4,025	80.5%
Total Revenue & Other Sources	668,263	688,785	683,698	702,650	701,115	99.8%
% of Prior Year	100.4%	103.1%	102.3%	102.0%	102.5%	
Expenditures						
General Government Debt	1,053,983	720,498	72,886	726,980	62,431	8.6%
Professional Services	846	591	455	800	570	71.3%
Total Expenditures & Other Uses	1,054,828	721,089	73,341	727,780	63,001	8.7%
% of Prior Year	201.0%	68.4%	7.0%	100.9%	85.9%	
Revenue Over/(Under) Expend's	(386,566)	(32,303)	610,357	(25,130)	638,113	
Beginning Fund Balance	1,083,533	696,968	696,968	664,664	664,664	
Ending Fund Balance	696,968	664,664	1,307,325	639,534	1,302,777	
% of Change from Prior Year	-35.7%	-4.6%	-4.6%	-3.8%	-0.3%	

SUBJECT: CASH & INVESTMENTS AT OCTOBER 31, 2015

DATE: NOVEMBER 23, 2015

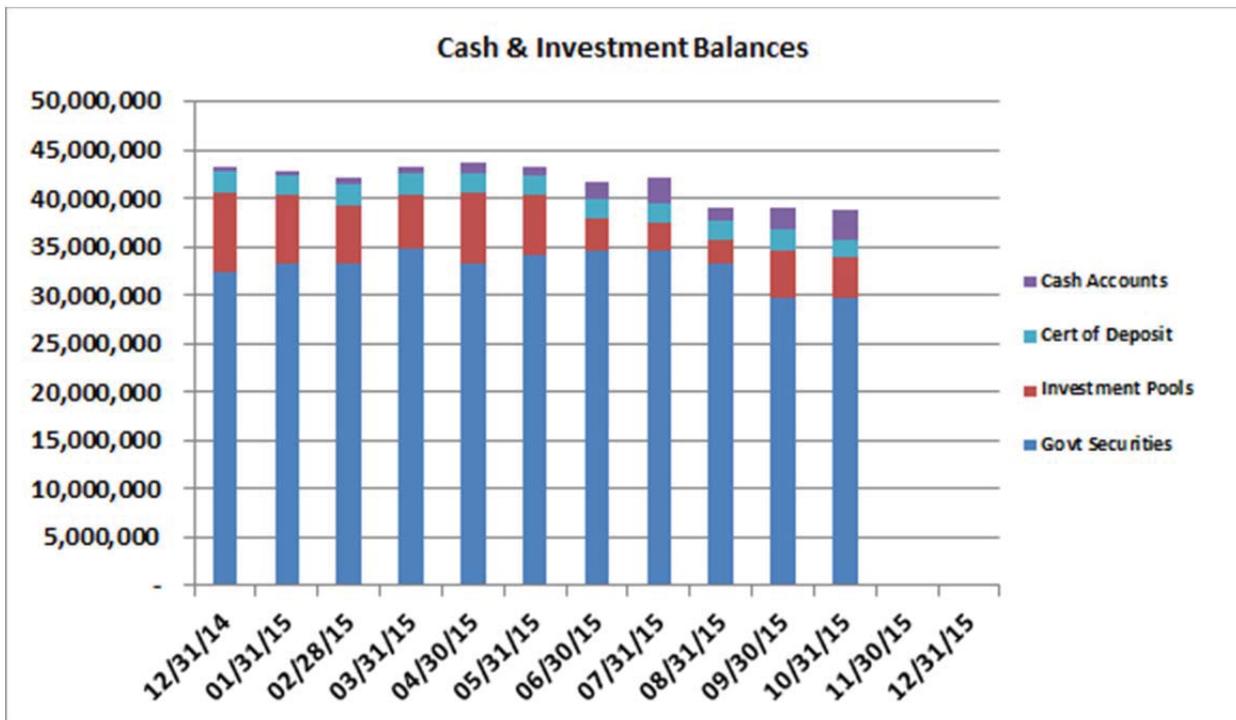
PRESENTED BY: KEVIN WATSON, FINANCE DEPARTMENT

SUMMARY:

Attached are the October 31, 2015 monthly report and the September 30, 2015 quarterly report from Chandler Asset Management, the City’s Investment Advisor. Please note that these are consolidated reports and contain all cash and investments, not just those managed by Chandler.

As of October 31, total cash and investments amounted to \$38.9 million, a decrease of approximately \$300,000 since September 30. The average rate of return on all cash and investments was approximately 0.50% during October 2015.

The following chart summarizes the distribution of all cash and investments for December 2014 through October 2015.



Monthly Account Statement

City of Louisville Consolidated

October 1, 2015 through October 31, 2015

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	0.77
Average Coupon	0.55 %
Average Purchase YTM	0.52 %
Average Market YTM	0.41 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	0.78 yrs
Average Life	0.77 yrs

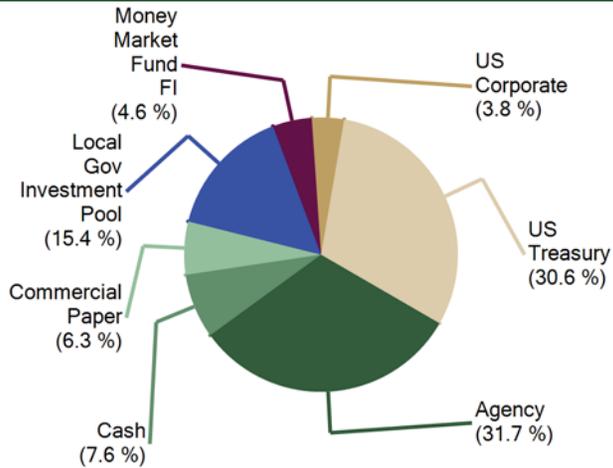
ACCOUNT SUMMARY

	Beg. Values as of 9/30/15	End Values as of 10/31/15
Market Value	40,176,539	39,869,038
Accrued Interest	51,293	57,202
Total Market Value	40,227,832	39,926,240
Income Earned	16,839	16,761
Cont/WD		
Par	40,127,969	39,838,958
Book Value	40,112,741	39,822,871
Cost Value	40,158,267	39,870,740

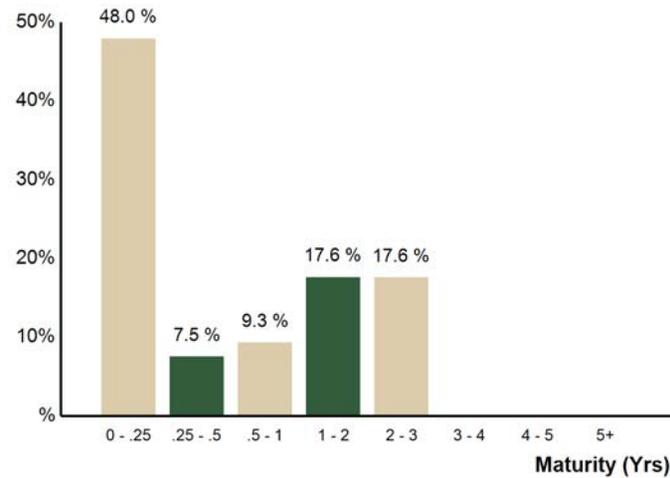
TOP ISSUERS

Issuer	% Portfolio
Government of United States	30.6 %
City of Louisville	12.3 %
Federal National Mortgage Assoc	11.3 %
Local Govt Investment Pool	10.2 %
Federal Home Loan Mortgage Corp	9.0 %
Federal Home Loan Bank	8.8 %
CSAFE Investment Pool	5.2 %
Exxon Mobil Corp	3.8 %
	91.2 %

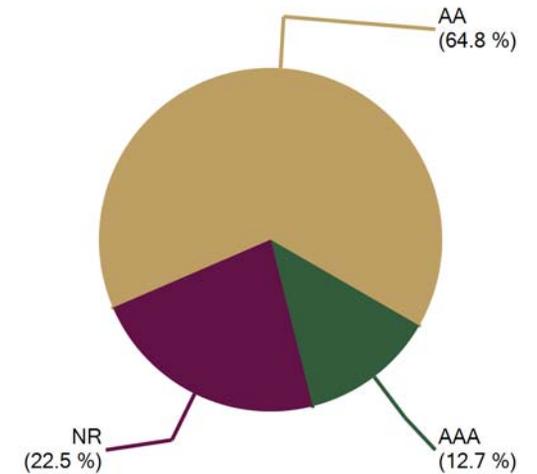
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)





Holdings Report

As of 10/31/15

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									
3134G3W55	FHLMC Note 0.45% Due 11/24/2015	1,100,000.00	12/26/2012 0.45 %	1,100,000.00 1,100,000.00	100.02 0.21 %	1,100,170.50 2,158.75	2.76 % 170.50	Aaa / AA+ AAA	0.07 0.06
313371NW2	FHLB Note 1.375% Due 12/11/2015	1,000,000.00	01/31/2013 0.44 %	1,026,440.00 1,001,013.03	100.13 0.21 %	1,001,289.00 5,347.22	2.52 % 275.97	Aaa / AA+ AAA	0.11 0.11
3135G0SB0	FNMA Note 0.375% Due 12/21/2015	1,500,000.00	09/03/2013 0.53 %	1,494,555.00 1,499,675.51	100.02 0.20 %	1,500,358.50 2,031.25	3.76 % 682.99	Aaa / AA+ AAA	0.14 0.14
3133ECFV1	FFCB Note 0.43% Due 1/29/2016	1,000,000.00	02/21/2013 0.44 %	999,620.00 999,968.45	100.06 0.18 %	1,000,604.00 1,098.89	2.51 % 635.55	Aaa / AA+ AAA	0.25 0.24
313382B77	FHLB Note 0.42% Due 2/12/2016	1,500,000.00	02/28/2013 0.41 %	1,500,285.00 1,500,027.21	100.06 0.20 %	1,500,925.50 1,382.50	3.76 % 898.29	Aaa / AA+ AAA	0.28 0.28
313373SZ6	FHLB Note 2.125% Due 6/10/2016	1,000,000.00	06/28/2013 0.80 %	1,038,420.00 1,007,912.10	101.07 0.37 %	1,010,664.00 8,322.92	2.55 % 2,751.90	Aaa / AA+ AAA	0.61 0.60
3137EADU0	FHLMC Note 0.5% Due 1/27/2017	1,000,000.00	01/15/2015 0.59 %	998,250.00 998,931.60	99.91 0.57 %	999,076.00 1,305.56	2.51 % 144.40	Aaa / AA+ AAA	1.24 1.23
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,500,000.00	08/27/2014 0.83 %	1,501,665.00 1,500,877.38	100.37 0.59 %	1,505,593.50 2,515.63	3.78 % 4,716.12	Aaa / AA+ AAA	1.32 1.30
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	1,500,000.00	06/12/2015 1.06 %	1,492,810.50 1,493,841.81	99.98 0.88 %	1,499,755.50 3,026.04	3.76 % 5,913.69	Aaa / AA+ AAA	2.28 2.24
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	1,500,000.00	05/26/2015 1.06 %	1,492,065.00 1,493,215.21	99.71 0.99 %	1,495,650.00 5,833.33	3.76 % 2,434.79	Aaa / AA+ AAA	2.56 2.51
Total Agency		12,600,000.00	0.68 %	12,644,110.50 12,595,462.30	0.46 %	12,614,086.50 33,022.09	31.68 % 18,624.20	Aaa / AA+ Aaa	0.96 0.95
CASH									
90CASH\$02	LSVL Cash Accounts	3,049,594.00	Various 0.05 %	3,049,594.00 3,049,594.00	1.00 0.05 %	3,049,594.00 0.00	7.64 % 0.00	NR / NR NR	0.00 0.00
Total Cash		3,049,594.00	0.05 %	3,049,594.00 3,049,594.00	0.05 %	3,049,594.00 0.00	7.64 % 0.00	NR / NR NR	0.00 0.00
COMMERCIAL PAPER									
89233HZJ6	Toyota Motor Credit Discount CP 0.35% Due 12/18/2015	1,500,000.00	03/24/2015 0.36 %	1,496,091.67 1,496,091.67	99.74 0.36 %	1,496,091.67 3,222.91	3.76 % 0.00	P-1 / A-1+ F-1	0.13 0.13
21687AAF0	Rabobank NY Discount CP 0.39% Due 1/15/2016	1,000,000.00	05/04/2015 0.40 %	997,237.50 997,237.50	99.72 0.40 %	997,237.50 1,950.00	2.50 % 0.00	P-1 / A-1 F-1	0.21 0.21
Total Commercial Paper		2,500,000.00	0.37 %	2,493,329.17 2,493,329.17	0.37 %	2,493,329.17 5,172.91	6.26 % 0.00	Aaa / AAA AA	0.16 0.16
LOCAL GOV INVESTMENT POOL									
99CSAFE\$0	CSAFE Investment Pool	2,071,475.29	Various 0.21 %	2,071,475.29 2,071,475.29	1.00 0.21 %	2,071,475.29 0.00	5.19 % 0.00	NR / AAA NR	0.00 0.00



Holdings Report

As of 10/31/15

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									
90LGIP\$00	LGIP Local Govt Investment Pool	4,068,863.20	Various 0.19 %	4,068,863.20 4,068,863.20	1.00 0.19 %	4,068,863.20 0.00	10.19 % 0.00	NR / NR NR	0.00 0.00
Total Local Gov Investment Pool		6,140,338.49	0.20 %	6,140,338.49	0.20 %	6,140,338.49 0.00	15.38 % 0.00	NR / AAA NR	0.00 0.00
MONEY MARKET FUND FI									
90COMB\$00	LSVL Compensating Balance Account	1,849,325.48	Various 0.00 %	1,849,325.48 1,849,325.48	1.00 0.00 %	1,849,325.48 0.00	4.63 % 0.00	NR / NR NR	0.00 0.00
Total Money Market Fund FI		1,849,325.48	N/A	1,849,325.48	0.00 %	1,849,325.48 0.00	4.63 % 0.00	NR / NR 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	100.53 1.07 %	1,508,001.00 2,990.63	3.78 % 8,001.00	Aaa / AAA NR	2.35 2.30
Total US Corporate		1,500,000.00	1.31 %	1,500,000.00	1.07 %	1,508,001.00 2,990.63	3.78 % 8,001.00	Aaa / AAA NR	2.35 2.30
US TREASURY									
912828UC2	US Treasury Note 0.25% Due 12/15/2015	1,000,000.00	08/02/2013 0.41 %	996,289.06 999,811.24	100.02 0.10 %	1,000,182.00 949.45	2.51 % 370.76	Aaa / AA+ AAA	0.12 0.12
912828UW8	US Treasury Note 0.25% Due 4/15/2016	1,500,000.00	06/12/2015 0.29 %	1,499,477.68 1,499,715.72	99.99 0.26 %	1,499,902.50 174.18	3.76 % 186.78	Aaa / AA+ AAA	0.46 0.46
912828F47	US Treasury Note 0.5% Due 9/30/2016	1,200,000.00	12/22/2014 0.61 %	1,197,660.26 1,198,792.16	100.05 0.45 %	1,200,594.00 524.59	3.01 % 1,801.84	Aaa / AA+ AAA	0.92 0.91
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,500,000.00	02/27/2014 0.54 %	1,503,164.06 1,501,149.07	100.16 0.45 %	1,502,442.00 435.45	3.76 % 1,292.93	Aaa / AA+ AAA	0.96 0.95
912828SC5	US Treasury Note 0.875% Due 1/31/2017	1,500,000.00	02/27/2014 0.66 %	1,509,257.81 1,503,957.74	100.44 0.52 %	1,506,660.00 3,316.92	3.78 % 2,702.26	Aaa / AA+ AAA	1.25 1.24
912828B74	US Treasury Note 0.625% Due 2/15/2017	999,000.00	11/17/2014 0.65 %	998,378.97 998,642.53	100.10 0.54 %	1,000,027.97 1,323.40	2.51 % 1,385.44	Aaa / AA+ AAA	1.30 1.28
912828SY7	US Treasury Note 0.625% Due 5/31/2017	1,000,700.00	11/25/2014 0.77 %	997,107.09 998,439.25	99.97 0.64 %	1,000,400.79 2,631.62	2.51 % 1,961.54	Aaa / AA+ AAA	1.58 1.57
912828WP1	US Treasury Note 0.875% Due 6/15/2017	1,000,000.00	07/01/2014 0.88 %	999,886.16 999,937.54	100.36 0.65 %	1,003,620.00 3,323.09	2.52 % 3,682.46	Aaa / AA+ AAA	1.62 1.60
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,000,000.00	04/23/2015 0.77 %	999,612.73 999,693.04	99.97 0.76 %	999,714.00 20.60	2.50 % 20.96	Aaa / AA+ AAA	2.00 1.98



Holdings Report

As of 10/31/15

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									
912828UJ7	US Treasury Note 0.875% Due 1/31/2018	1,500,000.00	03/17/2015 1.04 %	1,493,208.15 1,494,682.95	100.05 0.85 %	1,500,820.50 3,316.92	3.77 % 6,137.55	Aaa / AA+ AAA	2.25 2.22
Total US Treasury		12,199,700.00	0.66 %	12,194,041.97 12,194,821.24	0.52 %	12,214,363.76 16,016.22	30.63 % 19,542.52	Aaa / AA+ Aaa	1.24 1.23
TOTAL PORTFOLIO		39,838,957.97	0.52 %	39,870,739.61 39,822,870.68	0.41 %	39,869,038.40 57,201.85	100.00 % 46,167.72	Aaa / AA+ Aaa	0.78 0.77
TOTAL MARKET VALUE PLUS ACCRUED						39,926,240.25			



Transaction Ledger

9/30/15 Thru 10/31/15

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	10/01/2015	99CSAFE\$0	148.65	CSAFE Investment Pool	1.000	0.19 %	148.65	0.00	148.65	0.00
Purchase	10/15/2015	99CSAFE\$0	6,562.50	CSAFE Investment Pool	1.000	0.19 %	6,562.50	0.00	6,562.50	0.00
Purchase	10/30/2015	99CSAFE\$0	1,250.00	CSAFE Investment Pool	1.000	0.19 %	1,250.00	0.00	1,250.00	0.00
Purchase	10/31/2015	99CSAFE\$0	3,750.00	CSAFE Investment Pool	1.000	0.21 %	3,750.00	0.00	3,750.00	0.00
Purchase	10/31/2015	99CSAFE\$0	1,000,000.00	CSAFE Investment Pool	1.000	0.21 %	1,000,000.00	0.00	1,000,000.00	0.00
		Subtotal	1,011,711.15				1,011,711.15	0.00	1,011,711.15	0.00
Security Contribution	10/31/2015	90CASH\$02	728,246.13	LSVL Cash Accounts	1.000		728,246.13	0.00	728,246.13	0.00
Security Contribution	10/31/2015	90LGIP\$00	213,197.06	LGIP Local Govt Investment Pool	1.000		213,197.06	0.00	213,197.06	0.00
		Subtotal	941,443.19				941,443.19	0.00	941,443.19	0.00
TOTAL ACQUISITIONS			1,953,154.34				1,953,154.34	0.00	1,953,154.34	0.00
DISPOSITIONS										
Maturity	10/31/2015	912828WB2	1,000,000.00	US Treasury Note 0.25% Due 10/31/2015	100.000		1,000,000.00	0.00	1,000,000.00	0.00
		Subtotal	1,000,000.00				1,000,000.00	0.00	1,000,000.00	0.00
Security Withdrawal	10/07/2015	99CSAFE\$0	1,000,000.00	CSAFE Investment Pool	1.000		1,000,000.00	0.00	1,000,000.00	0.00
Security Withdrawal	10/31/2015	90COMB\$00	242,165.73	LSVL Compensating Balance Account	1.000		242,165.73	0.00	242,165.73	0.00
		Subtotal	1,242,165.73				1,242,165.73	0.00	1,242,165.73	0.00
TOTAL DISPOSITIONS			2,242,165.73				2,242,165.73	0.00	2,242,165.73	0.00
OTHER TRANSACTIONS										
Interest	10/15/2015	912828UW8	1,500,000.00	US Treasury Note 0.25% Due 4/15/2016	0.000		1,875.00	0.00	1,875.00	0.00
Interest	10/15/2015	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	10/30/2015	912828WB2	1,000,000.00	US Treasury Note 0.25% Due 10/31/2015	0.000		1,250.00	0.00	1,250.00	0.00



Transaction Ledger

9/30/15 Thru 10/31/15

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	10/31/2015	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		5,000,000.00				11,562.50	0.00	11,562.50	0.00
Dividend	10/01/2015	99CSAFE\$0	2,059,764.14	CSAFE Investment Pool	0.000		148.65	0.00	148.65	0.00
	Subtotal		2,059,764.14				148.65	0.00	148.65	0.00
TOTAL OTHER TRANSACTIONS			7,059,764.14				11,711.15	0.00	11,711.15	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						
30231GAL6	Exxon Mobil Corp Note 1.305% Due 03/06/2018	03/03/2015 03/06/2015	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 0.00 0.00 1,631.25
313371NW2	FHLB Note 1.375% Due 12/11/2015	01/31/2013 01/31/2013	1,001,798.12 0.00 0.00 1,001,013.03	4,201.39 0.00 5,347.22 1,145.83	0.00 785.09 (785.09) 360.74	0.00 0.00 0.00 360.74
313373SZ6	FHLB Note 2.125% Due 06/10/2016	06/28/2013 06/28/2013	1,009,016.94 0.00 0.00 1,007,912.10	6,552.08 0.00 8,322.92 1,770.84	0.00 1,104.84 (1,104.84) 666.00	0.00 0.00 0.00 666.00
313382B77	FHLB Note 0.42% Due 02/12/2016	02/28/2013 02/28/2013	1,500,035.39 0.00 0.00 1,500,027.21	857.50 0.00 1,382.50 525.00	0.00 8.18 (8.18) 516.82	0.00 0.00 0.00 516.82
3133ECFV1	FFCB Note 0.43% Due 01/29/2016	02/21/2013 02/21/2013	999,957.46 0.00 0.00 999,968.45	740.56 0.00 1,098.89 358.33	10.99 0.00 10.99 369.32	0.00 0.00 0.00 369.32
3134G3W55	FHLMC Note 0.45% Due 11/24/2015	12/26/2012 12/26/2012	1,100,000.00 0.00 0.00 1,100,000.00	1,746.25 0.00 2,158.75 412.50	0.00 0.00 0.00 412.50	0.00 0.00 0.00 412.50
3135G0SB0	FNMA Note 0.375% Due 12/21/2015	09/03/2013 09/03/2013	1,499,474.32 0.00 0.00 1,499,675.51	1,562.50 0.00 2,031.25 468.75	201.19 0.00 201.19 669.94	0.00 0.00 0.00 669.94
3135G0TG8	FNMA Note 0.875% Due 02/08/2018	06/12/2015 06/15/2015	1,493,611.81 0.00 0.00 1,493,841.81	1,932.29 0.00 3,026.04 1,093.75	230.00 0.00 230.00 1,323.75	0.00 0.00 0.00 1,323.75
3135G0WJ8	FNMA Note 0.875% Due 05/21/2018	05/26/2015 05/27/2015	1,492,989.54 0.00 0.00 1,493,215.21	4,739.58 0.00 5,833.33 1,093.75	225.67 0.00 225.67 1,319.42	0.00 0.00 0.00 1,319.42
3137EADT3	FHLMC Note 0.875% Due 02/22/2017	08/27/2014 08/28/2014	1,500,934.16 0.00 0.00 1,500,877.38	1,421.88 0.00 2,515.63 1,093.75	0.00 56.78 (56.78) 1,036.97	0.00 0.00 0.00 1,036.97



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
3137EADU0	FHLMC Note 0.5% Due 01/27/2017	01/15/2015 01/16/2015 1,000,000.00	998,858.49 0.00 0.00 998,931.60	888.89 0.00 1,305.56 416.67	73.11 0.00 73.11 489.78	0.00 489.78
912828B74	US Treasury Note 0.625% Due 02/15/2017	11/17/2014 11/18/2014 999,000.00	998,619.05 0.00 0.00 998,642.53	797.44 0.00 1,323.40 525.96	23.48 0.00 23.48 549.44	0.00 549.44
912828F47	US Treasury Note 0.5% Due 09/30/2016	12/22/2014 12/23/2014 1,200,000.00	1,198,680.05 0.00 0.00 1,198,792.16	16.39 0.00 524.59 508.20	112.11 0.00 112.11 620.31	0.00 620.31
912828SC5	US Treasury Note 0.875% Due 01/31/2017	02/27/2014 02/27/2014 1,500,000.00	1,504,226.20 0.00 0.00 1,503,957.74	2,211.28 0.00 3,316.92 1,105.64	0.00 268.46 (268.46) 837.18	0.00 837.18
912828SY7	US Treasury Note 0.625% Due 05/31/2017	11/25/2014 11/26/2014 1,000,700.00	998,317.79 0.00 0.00 998,439.25	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	999,680.01 0.00 0.00 999,693.04	3,138.59 3,750.00 20.60 632.01	13.03 0.00 13.03 645.04	0.00 645.04
912828UC2	US Treasury Note 0.25% Due 12/15/2015	08/02/2013 08/02/2013 1,000,000.00	999,678.24 0.00 0.00 999,811.24	737.70 0.00 949.45 211.75	133.00 0.00 133.00 344.75	0.00 344.75
912828UJ7	US Treasury Note 0.875% Due 01/31/2018	03/17/2015 03/18/2015 1,500,000.00	1,494,482.43 0.00 0.00 1,494,682.95	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
912828UW8	US Treasury Note 0.25% Due 04/15/2016	06/12/2015 06/15/2015 1,500,000.00	1,499,662.63 0.00 0.00 1,499,715.72	1,731.56 1,875.00 174.18 317.62	53.09 0.00 53.09 370.71	0.00 370.71
912828WA4	US Treasury Note 0.625% Due 10/15/2016	02/27/2014 02/27/2014 1,500,000.00	1,501,251.14 0.00 0.00 1,501,149.07	4,328.89 4,687.50 435.45 794.06	0.00 102.07 (102.07) 691.99	0.00 691.99
912828WB2	US Treasury Note Due 10/31/2015	12/23/2013 12/23/2013 0.00	999,934.22 0.00 1,000,000.00 0.00	1,048.61 1,250.00 0.00 201.39	65.78 0.00 65.78 267.17	0.00 267.17



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
912828WP1	US Treasury Note 0.875% Due 06/15/2017	07/01/2014 07/02/2014 1,000,000.00	999,934.27 0.00 0.00 999,937.54	2,581.97 0.00 3,323.09 741.12	3.27 0.00 3.27 744.39	0.00 744.39
			27,291,142.26	46,907.89	1,466.70	
			0.00	11,562.50	2,325.42	
			1,000,000.00	52,028.94	(858.72)	0.00
TOTAL Fixed Income		26,299,700.00	26,290,283.54	16,683.55	15,824.83	15,824.83

Cash & Equivalent						
21687AAF0	Rabobank NY Discount CP 0.39% Due 01/15/2016	05/04/2015 05/05/2015 1,000,000.00	997,237.50 0.00 0.00 997,237.50	1,614.17 0.00 1,950.00 335.83	0.00 0.00 0.00 335.83	0.00 335.83
89233HZJ6	Toyota Motor Credit Discount CP 0.35% Due 12/18/2015	03/24/2015 03/25/2015 1,500,000.00	1,496,091.67 0.00 0.00 1,496,091.67	2,770.83 0.00 3,222.91 452.08	0.00 0.00 0.00 452.08	0.00 452.08
90CASH\$02	LSVL Cash Accounts	Various Various 3,049,594.00	2,321,347.87 728,246.13 0.00 3,049,594.00	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 1,849,325.48	2,091,491.21 0.00 242,165.73 1,849,325.48	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00
			6,906,168.25	4,385.00	0.00	
			728,246.13	0.00	0.00	
			242,165.73	5,172.91	0.00	0.00
TOTAL Cash & Equivalent		7,398,919.48	7,392,248.65	787.91	787.91	787.91

Investment Pool						
90LGIP\$00	LGIP Local Govt Investment Pool	Various Various 4,068,863.20	3,855,666.14 213,197.06 0.00 4,068,863.20	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00



Income Earned

9/30/15 Thru 10/31/15

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
99CSAFE\$0	CSAFE Investment Pool		2,059,764.14	0.00	0.00	
		Various	1,011,711.15	148.65	0.00	
		Various	1,000,000.00	0.00	0.00	0.00
		2,071,475.29	2,071,475.29	148.65	148.65	148.65
			5,915,430.28	0.00	0.00	
			1,224,908.21	148.65	0.00	
			1,000,000.00	0.00	0.00	0.00
TOTAL Investment Pool		6,140,338.49	6,140,338.49	148.65	148.65	148.65
			40,112,740.79	51,292.89	1,466.70	
			1,953,154.34	11,711.15	2,325.42	
			2,242,165.73	57,201.85	(858.72)	0.00
TOTAL PORTFOLIO		39,838,957.97	39,822,870.68	17,620.11	16,761.39	16,761.39



Cash Flow Report

From 10/31/2015

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
11/02/2015	Purchase	3137EADV8	1,000,000.00	FHLMC Note 0.75% Due 7/14/2017	0.00	-3,187.50	-3,187.50
11/02/2015	Sale	99CSAFE\$0	1,003,856.50	CSAFE Investment Pool	0.00	0.00	0.00
11/21/2015	Interest	3135G0WJ8	1,500,000.00	FNMA Note 0.875% Due 5/21/2018	0.00	6,562.50	6,562.50
11/24/2015	Maturity	3134G3W55	1,100,000.00	FHLMC Note 0.45% Due 11/24/2015	1,100,000.00	2,475.00	1,102,475.00
11/30/2015	Interest	912828SY7	1,000,700.00	US Treasury Note 0.625% Due 5/31/2017	0.00	3,127.19	3,127.19
Nov 2015					1,100,000.00	8,977.19	1,108,977.19
12/10/2015	Interest	313373SZ6	1,000,000.00	FHLB Note 2.125% Due 6/10/2016	0.00	10,625.00	10,625.00
12/11/2015	Maturity	313371NW2	1,000,000.00	FHLB Note 1.375% Due 12/11/2015	1,000,000.00	6,875.00	1,006,875.00
12/15/2015	Interest	912828WP1	1,000,000.00	US Treasury Note 0.875% Due 6/15/2017	0.00	4,375.00	4,375.00
12/15/2015	Maturity	912828UC2	1,000,000.00	US Treasury Note 0.25% Due 12/15/2015	1,000,000.00	1,250.00	1,001,250.00
12/18/2015	Maturity	89233HZJ6	1,500,000.00	Toyota Motor Credit Discount CP 0.35% Due 12/18/2015	1,496,091.67	3,908.33	1,500,000.00
12/21/2015	Maturity	3135G0SB0	1,500,000.00	FNMA Note 0.375% Due 12/21/2015	1,500,000.00	2,812.50	1,502,812.50
Dec 2015					4,996,091.67	29,845.83	5,025,937.50
01/15/2016	Maturity	21687AAF0	1,000,000.00	Rabobank NY Discount CP 0.39% Due 1/15/2016	997,237.50	2,762.50	1,000,000.00
01/27/2016	Interest	3137EADU0	1,000,000.00	FHLMC Note 0.5% Due 1/27/2017	0.00	2,500.00	2,500.00
01/29/2016	Maturity	3133ECFV1	1,000,000.00	FFCB Note 0.43% Due 1/29/2016	1,000,000.00	2,150.00	1,002,150.00
01/31/2016	Interest	912828SC5	1,500,000.00	US Treasury Note 0.875% Due 1/31/2017	0.00	6,562.50	6,562.50
01/31/2016	Interest	912828UJ7	1,500,000.00	US Treasury Note 0.875% Due 1/31/2018	0.00	6,562.50	6,562.50
Jan 2016					1,997,237.50	20,537.50	2,017,775.00
02/08/2016	Interest	3135G0TG8	1,500,000.00	FNMA Note 0.875% Due 2/8/2018	0.00	6,562.50	6,562.50
02/12/2016	Maturity	313382B77	1,500,000.00	FHLB Note 0.42% Due 2/12/2016	1,500,000.00	3,150.00	1,503,150.00



Cash Flow Report

From 10/31/2015

Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
02/15/2016	Interest	912828B74	999,000.00	US Treasury Note 0.625% Due 2/15/2017	0.00	3,121.88	3,121.88
02/22/2016	Interest	3137EADT3	1,500,000.00	FHLMC Note 0.875% Due 2/22/2017	0.00	6,562.50	6,562.50
Feb 2016					1,500,000.00	19,396.88	1,519,396.88
03/06/2016	Interest	30231GAL6	1,500,000.00	Exxon Mobil Corp Note 1.305% Due 3/6/2018	0.00	9,787.50	9,787.50
03/31/2016	Interest	912828F47	1,200,000.00	US Treasury Note 0.5% Due 9/30/2016	0.00	3,000.00	3,000.00
Mar 2016					0.00	12,787.50	12,787.50
04/15/2016	Interest	912828WA4	1,500,000.00	US Treasury Note 0.625% Due 10/15/2016	0.00	4,687.50	4,687.50
04/15/2016	Maturity	912828UW8	1,500,000.00	US Treasury Note 0.25% Due 4/15/2016	1,500,000.00	1,875.00	1,501,875.00
04/30/2016	Interest	912828TW0	1,000,000.00	US Treasury Note 0.75% Due 10/31/2017	0.00	3,750.00	3,750.00
Apr 2016					1,500,000.00	10,312.50	1,510,312.50
05/21/2016	Interest	3135G0WJ8	1,500,000.00	FNMA Note 0.875% Due 5/21/2018	0.00	6,562.50	6,562.50
05/31/2016	Interest	912828SY7	1,000,700.00	US Treasury Note 0.625% Due 5/31/2017	0.00	3,127.19	3,127.19
May 2016					0.00	9,689.69	9,689.69
06/10/2016	Maturity	313373SZ6	1,000,000.00	FHLB Note 2.125% Due 6/10/2016	1,000,000.00	10,625.00	1,010,625.00
06/15/2016	Interest	912828WP1	1,000,000.00	US Treasury Note 0.875% Due 6/15/2017	0.00	4,375.00	4,375.00
Jun 2016					1,000,000.00	15,000.00	1,015,000.00
07/27/2016	Interest	3137EADU0	1,000,000.00	FHLMC Note 0.5% Due 1/27/2017	0.00	2,500.00	2,500.00
07/31/2016	Interest	912828SC5	1,500,000.00	US Treasury Note 0.875% Due 1/31/2017	0.00	6,562.50	6,562.50
07/31/2016	Interest	912828UJ7	1,500,000.00	US Treasury Note 0.875% Due 1/31/2018	0.00	6,562.50	6,562.50
Jul 2016					0.00	15,625.00	15,625.00
08/08/2016	Interest	3135G0TG8	1,500,000.00	FNMA Note 0.875% Due 2/8/2018	0.00	6,562.50	6,562.50
08/15/2016	Interest	912828B74	999,000.00	US Treasury Note 0.625% Due 2/15/2017	0.00	3,121.88	3,121.88



Cash Flow Report

From 10/31/2015

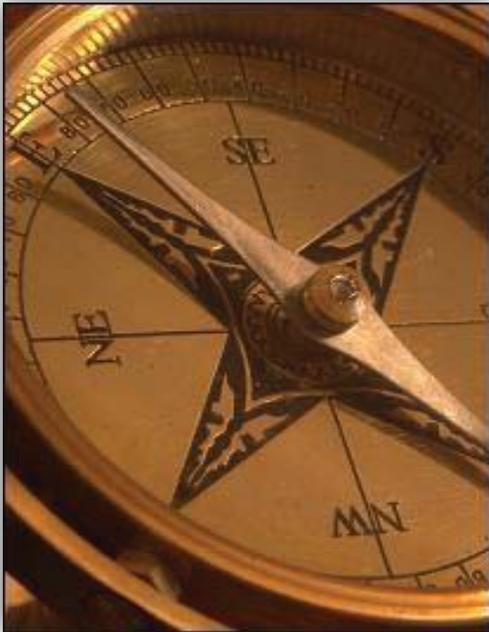
Payment Date	Transaction Type	CUSIP	Quantity	Security Description	Principal Amount	Income	Total Amount
08/22/2016	Interest	3137EADT3	1,500,000.00	FHLMC Note 0.875% Due 2/22/2017	0.00	6,562.50	6,562.50
Aug 2016					0.00	16,246.88	16,246.88
09/06/2016	Interest	30231GAL6	1,500,000.00	Exxon Mobil Corp Note 1.305% Due 3/6/2018	0.00	9,787.50	9,787.50
09/30/2016	Maturity	912828F47	1,200,000.00	US Treasury Note 0.5% Due 9/30/2016	1,200,000.00	3,000.00	1,203,000.00
Sep 2016					1,200,000.00	12,787.50	1,212,787.50
10/15/2016	Maturity	912828WA4	1,500,000.00	US Treasury Note 0.625% Due 10/15/2016	1,500,000.00	4,687.50	1,504,687.50
Oct 2016					1,500,000.00	4,687.50	1,504,687.50
Total					14,793,329.17	175,893.97	14,969,223.14

City of Louisville

Period Ending
September 30, 2015



SECTION 1	Economic Update
SECTION 2	Account Profile
SECTION 3	Portfolio Holdings



SECTION 1

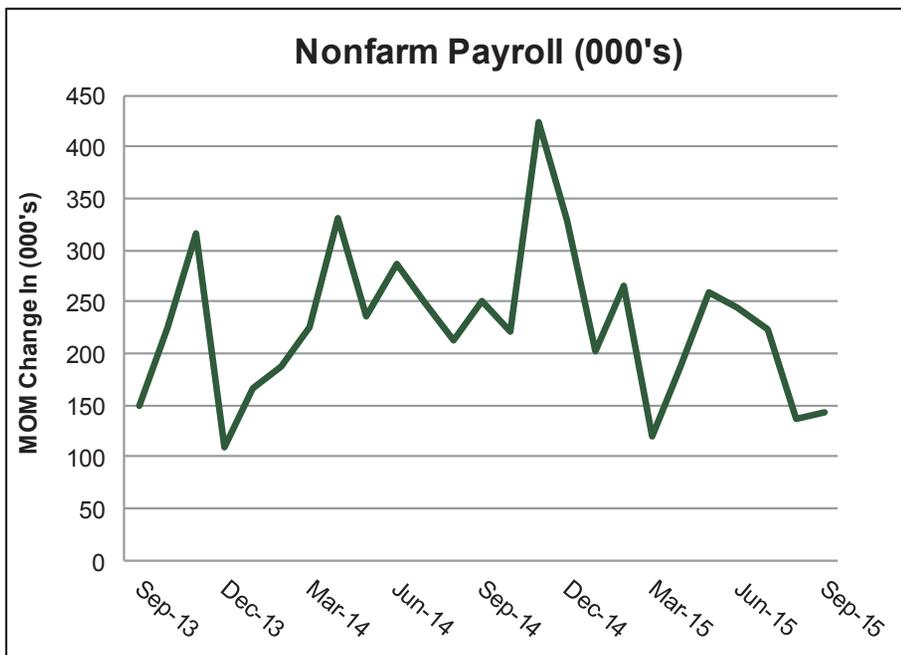
Economic Update



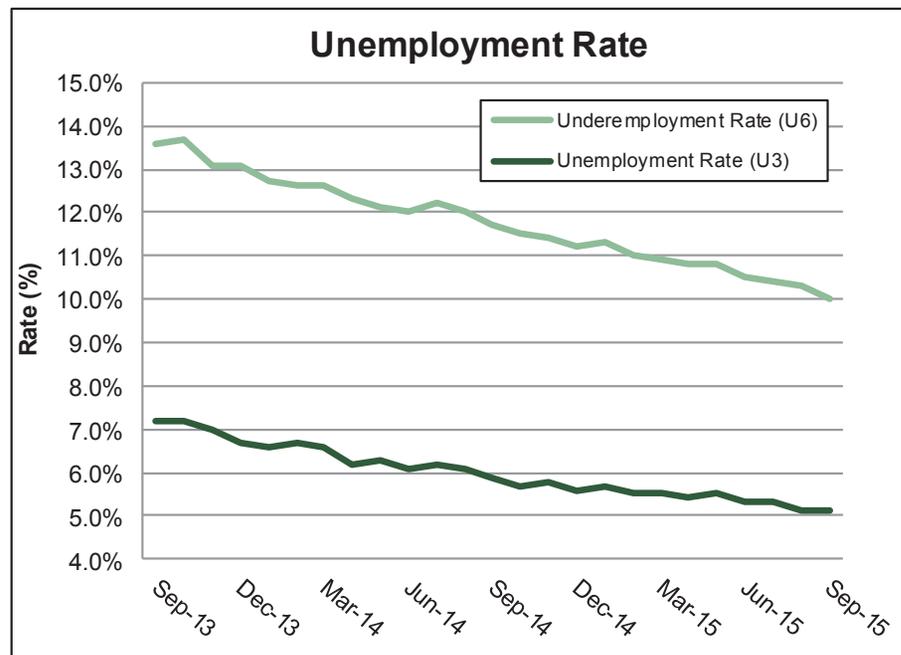
- In light of the weak September jobs report and the latest reading on inflation, we believe the probability of a fed funds rate hike by the Federal Reserve before year-end has further diminished. Nonfarm payrolls rose by 142,000 in September, below the consensus forecast of 201,000. Meanwhile, the PCE price index is still running well below the Fed's 2.0% target, at just 0.3% on a year-over-year basis in August. In our view, a rate hike is still possible before year-end, but depending on domestic and global economic data, as well as any potential financial market volatility fueled by a US debt ceiling debate over the next few months, it could be pushed out to 2016. Fed funds futures currently imply that the Fed could remain on hold until March or even June of next year. The Federal Open Market Committee (FOMC) left policy rates unchanged at its September meeting. The Committee cautioned that "recent global economic and financial developments may restrain economic activity." Overall, the Fed's September policy statement was dovish and the outlook for future monetary policy changes remains uncertain. There are two remaining FOMC meetings scheduled this year
- US economic data has been mixed. Over the past three months, payrolls have increased by an average of 167,000 per month, compared to the trailing six-month average of 199,000. In September the unemployment rate was unchanged at 5.1%, but the participation rate edged down and wages were flat. Meanwhile, housing still appears to be a growing source of strength for the US economy. In addition, consumer confidence remains strong, which should bode well for fourth quarter holiday shopping. The manufacturing sector, on the other hand, remains under pressure, largely due to the strength of the US dollar. Second quarter GDP growth was revised upward to an annualized rate of 3.9% from the second estimate of 3.7%. Market participants currently expect annualized GDP growth of about 2.4% in the third quarter, and 2.7% growth in the fourth quarter.
- Interest rate volatility remains elevated due to continued uncertainty regarding the outlook for global economic growth and the timing of the first fed funds rate hike. Yields on 2-year and 10-year Treasury notes declined in September, offsetting increases in August. Over the past three months, the yield curve flattened with the yield on 10-year Treasuries falling roughly 40 basis points. Mixed US economic data, divergent central bank monetary policies, and concerns about weakening economic growth in China and other emerging markets have influenced interest rates.



Employment

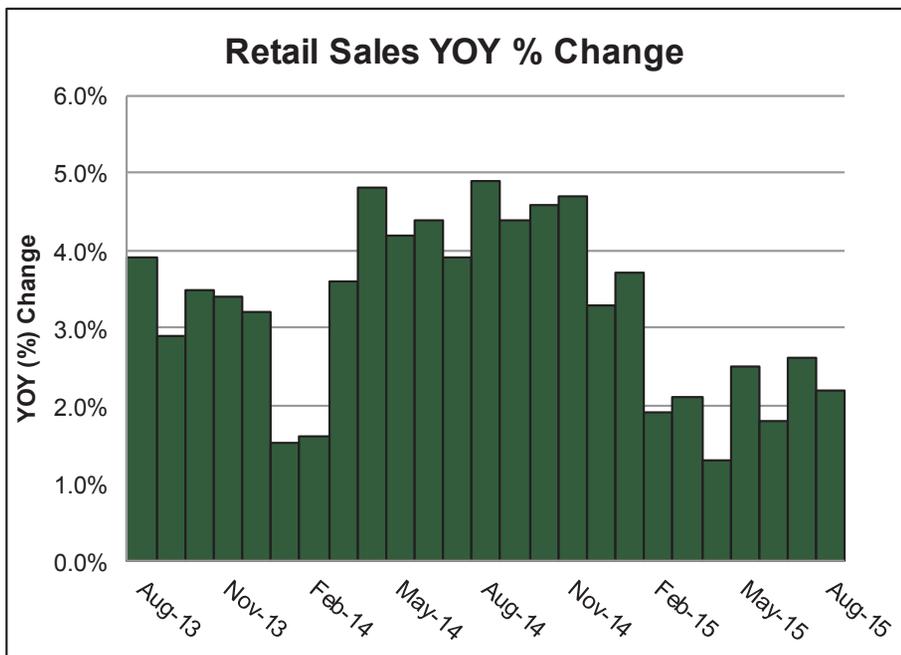


Source: US Department of Labor



Source: US Department of Labor

The September employment report was weaker than expected. Nonfarm payrolls rose by 142,000 in September, well below the consensus forecast of 201,000. July and August payrolls were revised down by a total of 59,000. The unemployment rate was unchanged at 5.1% in September. Meanwhile, the participation rate declined to 62.4% from 62.6%, to its lowest level since 1977. 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, declined to 10.0% from 10.3%. Wages were flat on a month-over-month basis in September, and were up 2.2% on a year-over-year basis. Over the past three months, payrolls have increased by an average of 167,000 per month, compared to the trailing six-month average of 199,000.



Source: US Department of Commerce

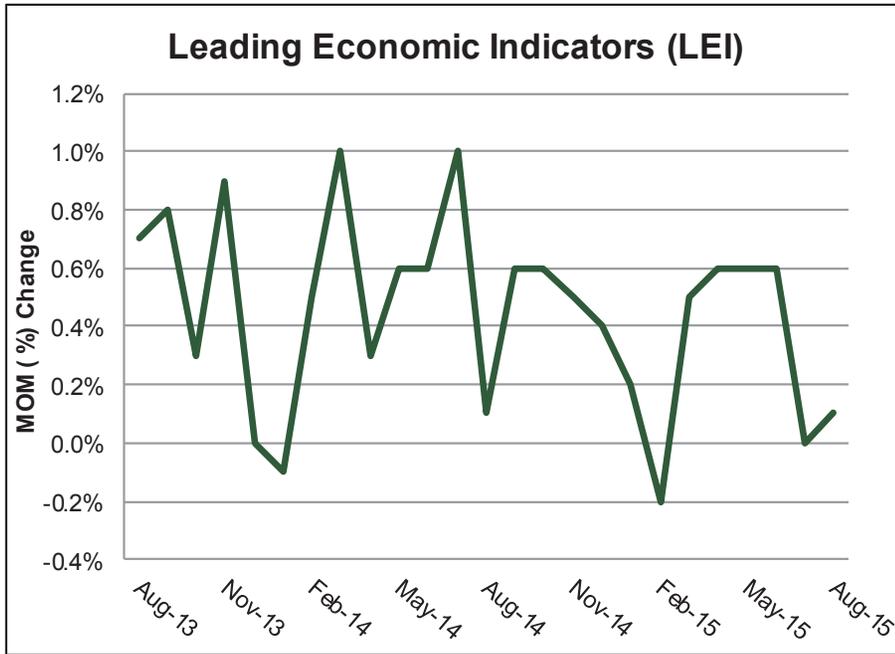


Source: Federal Reserve

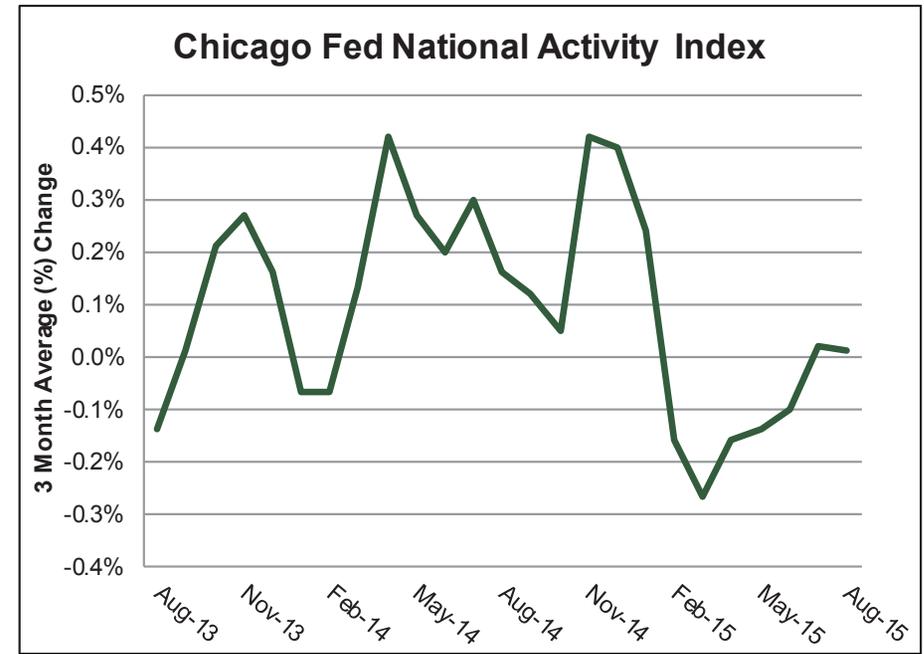
Retail sales rose 0.2% on a month-over-month basis in August, following an upwardly revised gain of 0.7% in July. On a year-over-year basis, retail sales rose 2.2% in the month, following a 2.6% year-over-year gain in July. The July and August gains signal an improving trend in consumer spending. Ongoing improvement in the labor market, along with low gas prices, should continue to have a positive influence on consumer discretionary spending. Consumer confidence increased to 103.0 in September from 101.3 in August, with strength in both the present situation and expectations components. This report bodes well for consumer spending, heading into the holiday shopping season.



Economic Activity

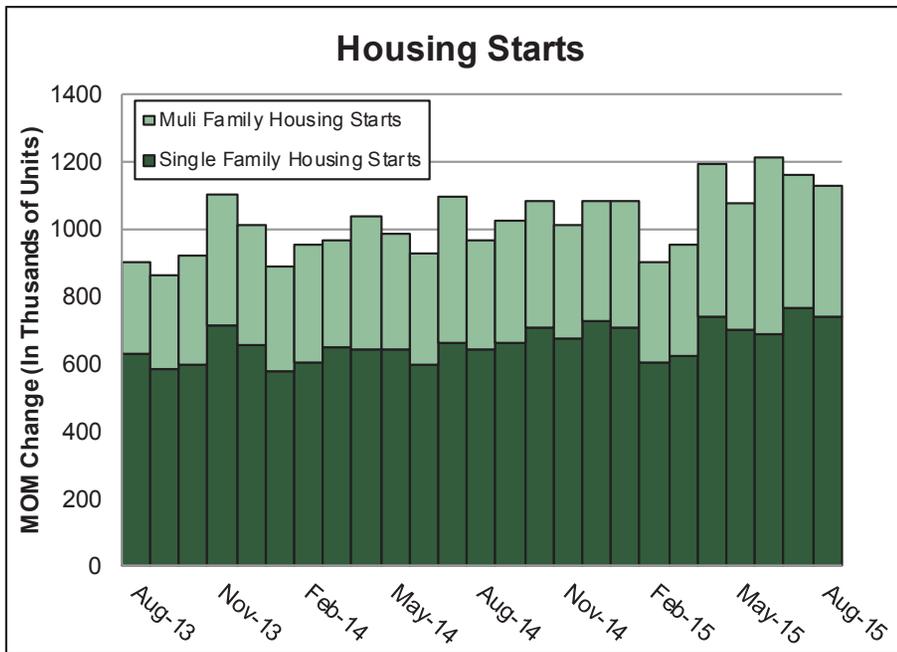


Source: The Conference Board

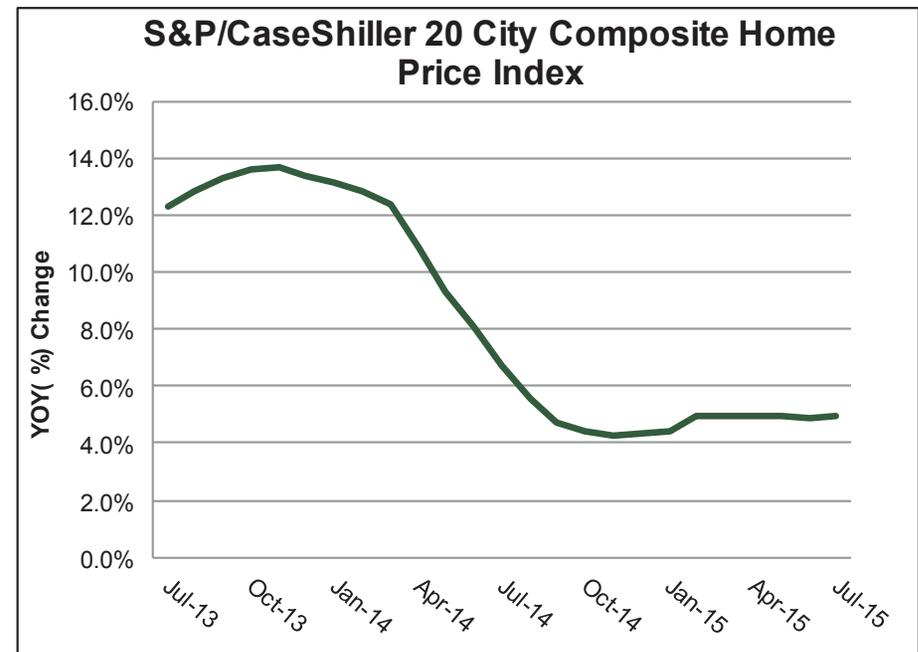


Source: Federal Reserve Bank of Chicago

The index of Leading Economic Indicators (LEI) rose 0.1% in August after being flat in July. The LEI was slightly weaker than expectations in August and points to slow economic growth. The Chicago Fed National Activity Index 3-month moving average was 0.01 in August, up slightly from 0.00 in July. Overall, this index points to softness in overall economic activity.



Source: US Census Bureau

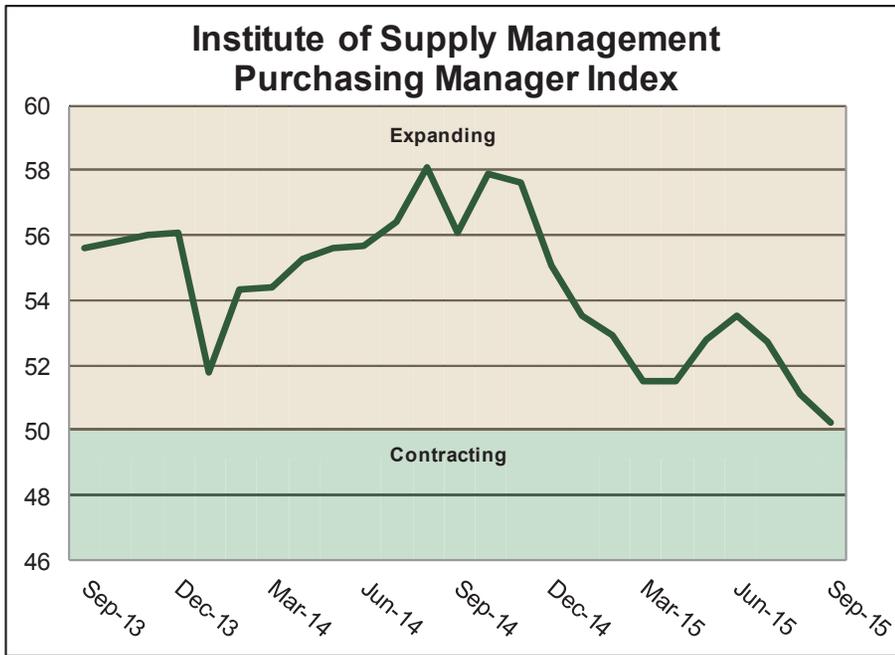


Source: S&P

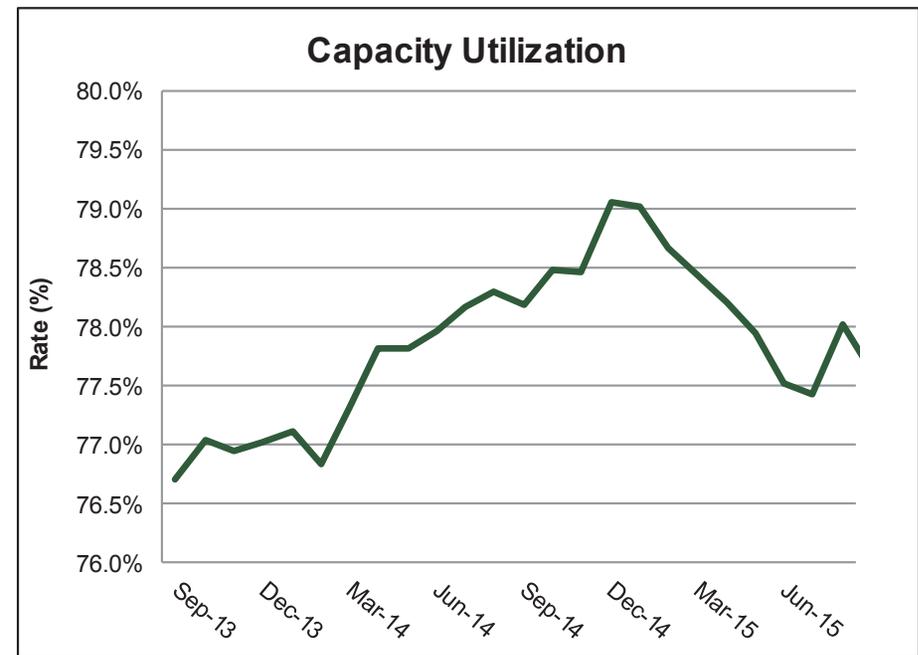
Total housing starts fell 3.0% in August, below expectations. Both single-family housing starts and multi-family starts fell 3.0%. However, total housing starts are up 16.6% year-over-year, with single-family starts up 14.9% and multi-family starts up 19.8% on that basis. Housing data tends to be volatile on a month-to-month basis, but the underlying trends suggest the housing sector is a growing source of strength for the US economy. According to the S&P Case-Shiller index, home prices softened in July, down 0.2% on a month-over-month basis, but prices are still up 5% on a year-over-year basis. Housing inventory remains tight which could lead to firming pricing ahead.



Manufacturing



Source: Institute for Supply Management



Source: Federal Reserve

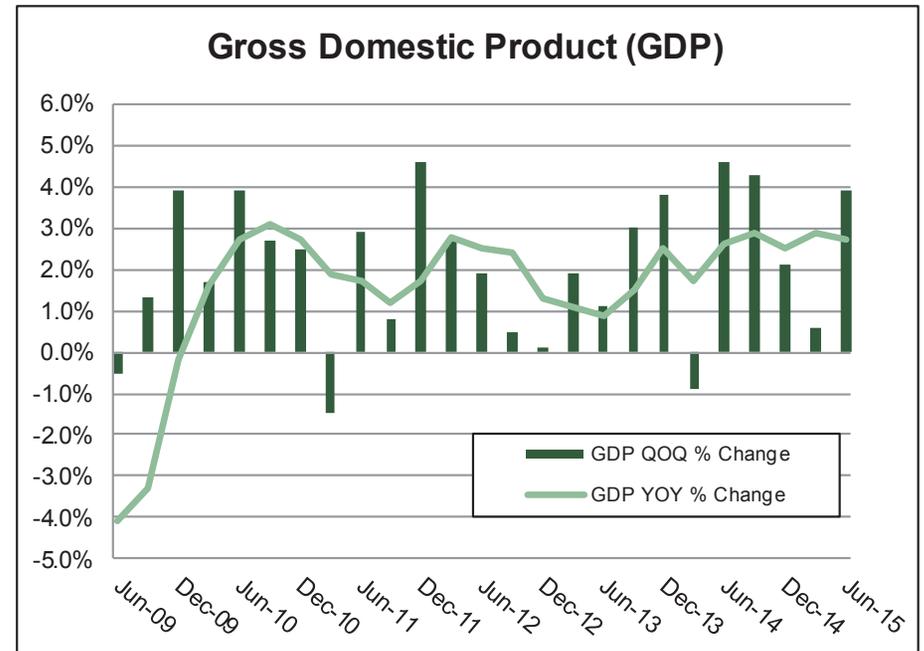
During September, the ISM manufacturing index declined to 50.2 from 51.1 in August. Overall, manufacturing trends remain under pressure, however, a reading above 50.0 still suggests expansion in the manufacturing sector. Capacity utilization, which is production divided by capacity, increased to 78.0% in August from 77.7% in July. The capacity utilization rate is lower than the long-run average of 80.1% (1972-2014). Overall, growth in the US manufacturing sector has been hindered by the strong US dollar and a sluggish global economy.



Gross Domestic Product (GDP)

Components of GDP	9/14	12/14	3/15	6/15
Personal Consumption Expenditures	2.3%	2.9%	1.2%	2.4%
Gross Private Domestic Investment	1.2%	0.4%	1.4%	0.9%
Net Exports and Imports	0.4%	-0.9%	-1.9%	0.2%
Federal Government Expenditures	0.3%	-0.4%	0.1%	0.0%
State and Local (Consumption and Gross Investment)	0.1%	0.2%	-0.1%	0.5%
Total	4.3%	2.1%	0.7%	3.9%

Source: US Department of Commerce

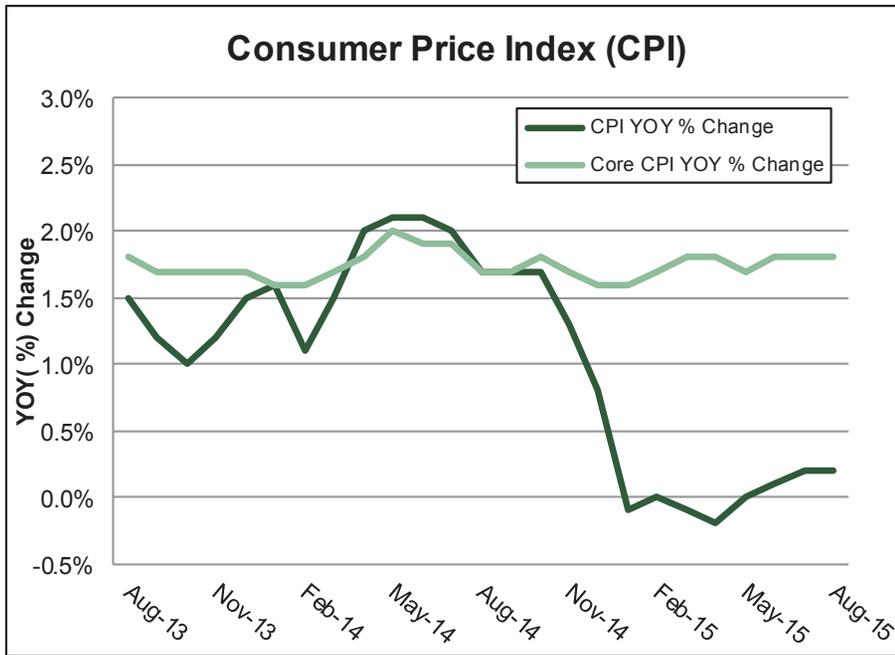


Source: US Department of Commerce

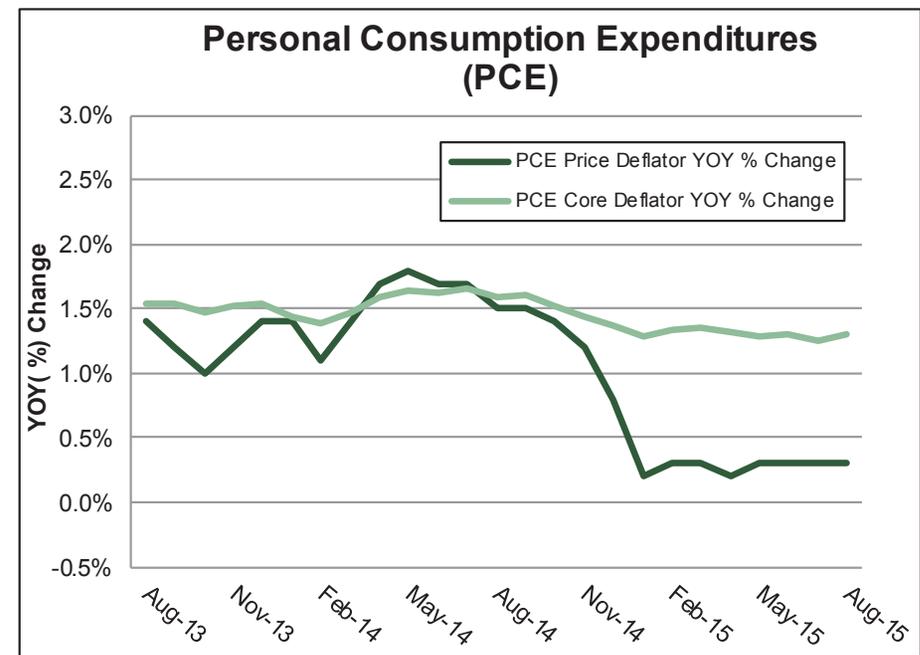
Real annualized GDP growth in the second quarter of 2015 was revised upward to 3.9% from the second estimate of 3.7%. The consensus estimate for second quarter GDP growth was 3.7%. The upward revision was driven by increases in personal consumption expenditures, nonresidential investment and residential investment.



Inflation



Source: US Department of Labor

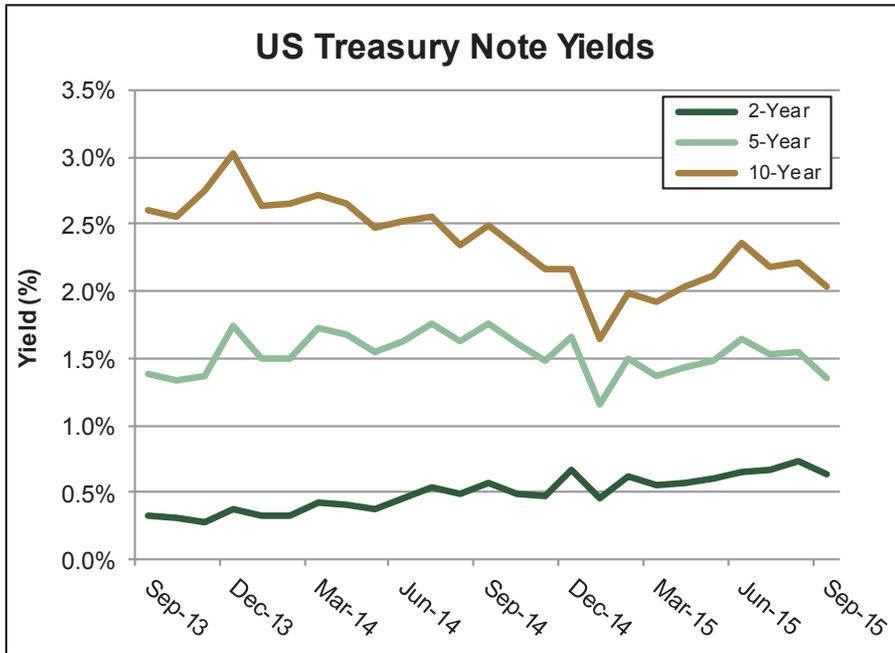


Source: US Department of Labor

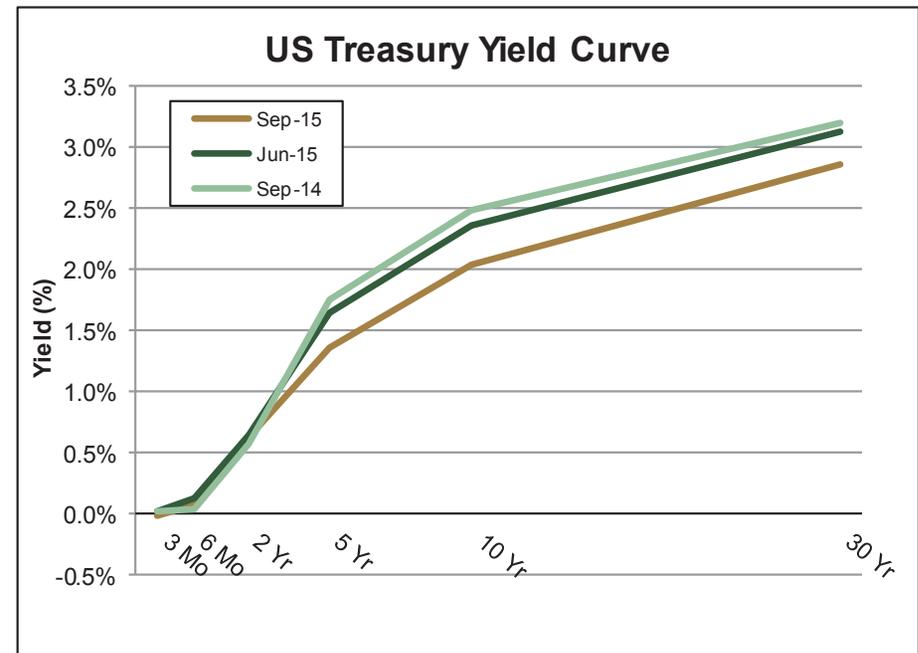
In August, Consumer Price Index (CPI) inflation was unchanged from July, up 0.2% on a year-over-year basis. Headline inflation remains low, in light of a precipitous decline in energy prices. The year-over-year Core CPI (CPI less food and energy) was also unchanged at 1.8% in August. The Personal Consumption Expenditures (PCE) price index was unchanged in August, up 0.3% on a year-over-year basis. The Core PCE price index was up 1.3% on a year-over-year basis in August, up slightly from 1.2% in July. Overall, inflation remains below the Fed's 2.0% target.



Bond Yields

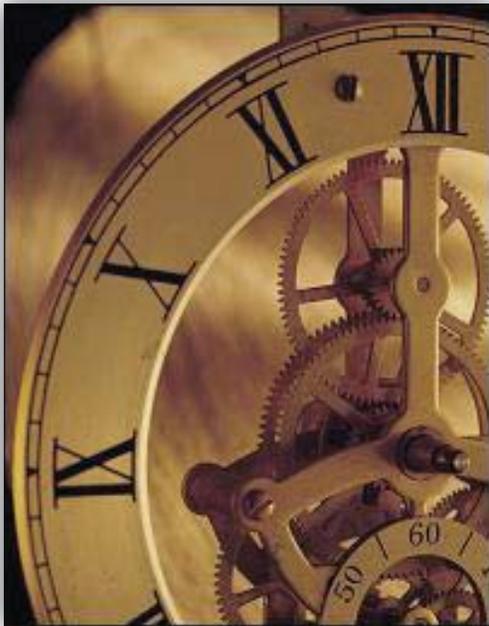


Source: Bloomberg



Source: Bloomberg

Interest rate volatility remains elevated. The yield on the two-year Treasury note fell about 8 basis points in September after increasing by approximately the same amount in August. Meanwhile, the yield on the ten-year Treasury note fell roughly 12 basis points in September after increasing about 4 basis points in August. Concerns about slowing global economic growth, the continued decline in oil prices and ongoing uncertainty about Fed monetary policy has fueled financial market turbulence. During the past three months, the Treasury yield curve has flattened with the yield on 10-year Treasuries falling about 40 basis points. Mixed US economic data, divergent central bank monetary policies, and concerns about weakening economic growth in China and other emerging markets have influenced interest rates.



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 Objectives

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, 0-3 Year Treasury Index and the 1 Year Treasury Bill.

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, 2015

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	Complies
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



Portfolio Characteristics

City of Louisville

	09/30/2015		06/30/2015
	Benchmark*	Portfolio	Portfolio
Average Maturity (yrs)	1.04	1.06	1.17
Modified Duration	1.04	1.05	1.15
Average Purchase Yield	n/a	0.63 %	0.60 %
Average Market Yield	0.38 %	0.45 %	0.47 %
Average Quality**	AA+	AA+/Aaa	AA+/Aaa
Total Market Value		31,959,326	36,208,897

* 2Yr Held-To-Maturity Treasury Index

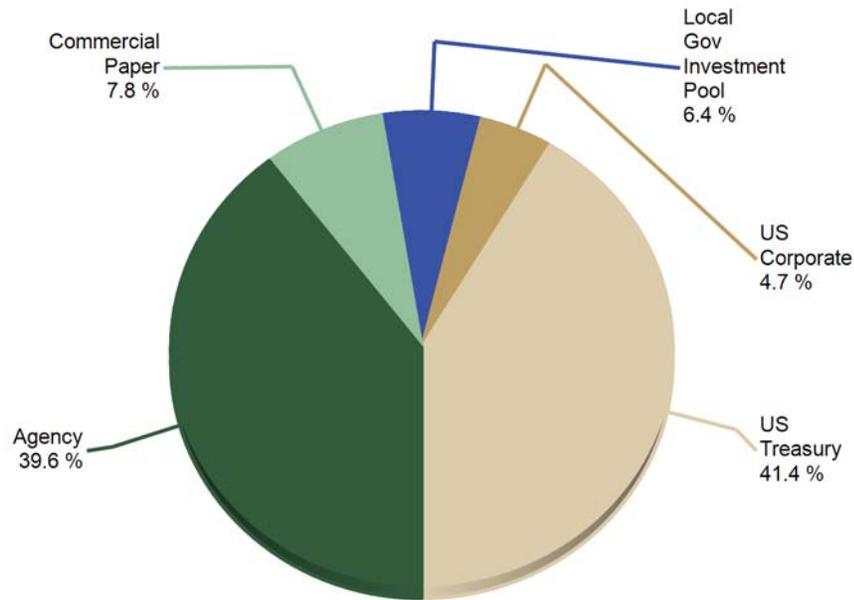
** Benchmark is a blended rating of S&P, Moody's, and Fitch. Portfolio is S&P and Moody's respectively.



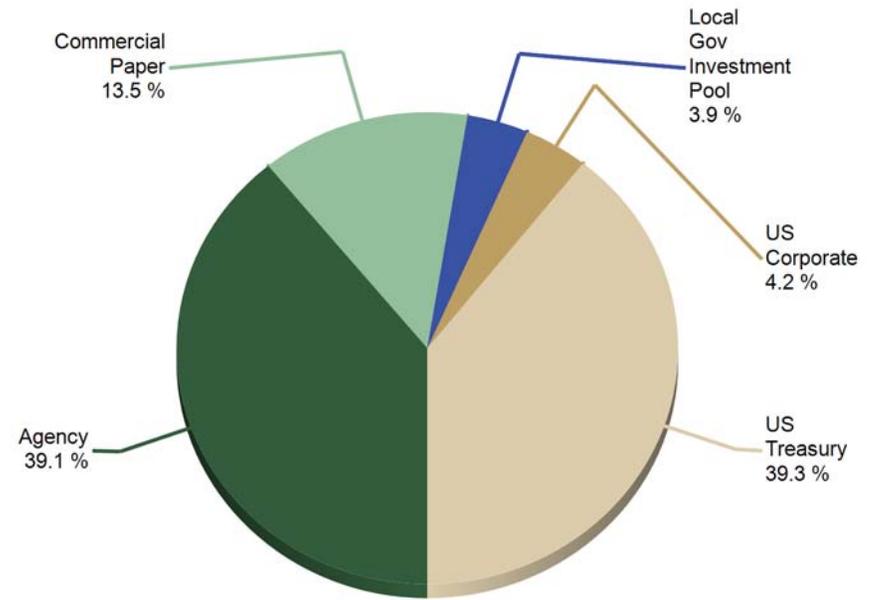
Sector Distribution

City of Louisville

September 30, 2015



June 30, 2015





City of Louisville
Account #10236

Issuer Report

As of 9/30/2015

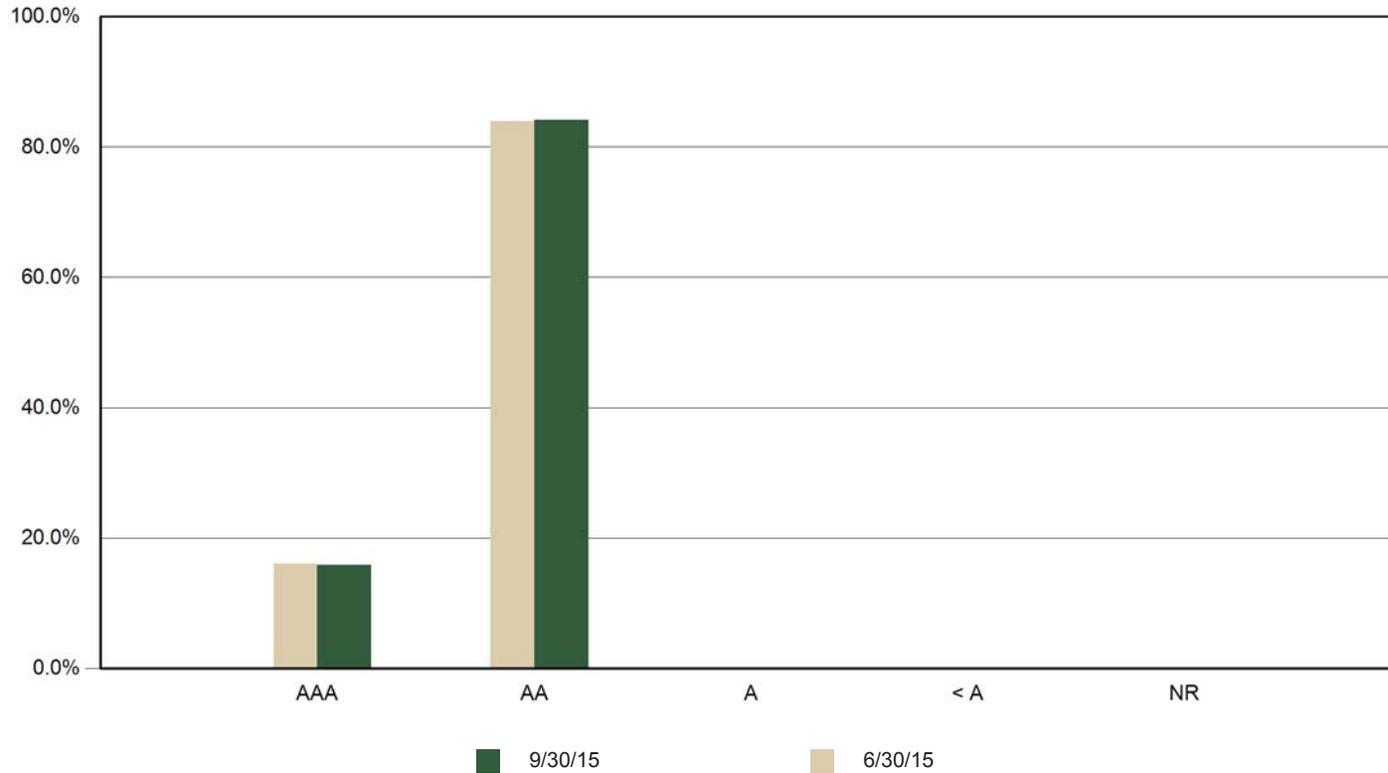
Issue Name	Investment Type	% Portfolio
Government of United States	US Treasury	41.45 %
Federal National Mortgage Association	Agency	14.11 %
Federal Home Loan Mortgage Corp	Agency	11.30 %
Federal Home Loan Bank	Agency	11.04 %
CSAFE Investment Pool	Local Gov Investment Pool	6.44 %
Exxon Mobil Corp	US Corporate	4.71 %
Toyota Motor Credit Corp	Commercial Paper	4.69 %
Federal Farm Credit Bank	Agency	3.13 %
Rabobank	Commercial Paper	3.13 %
Total		100.00 %



Quality Distribution

City of Louisville

September 30, 2015 vs. June 30, 2015



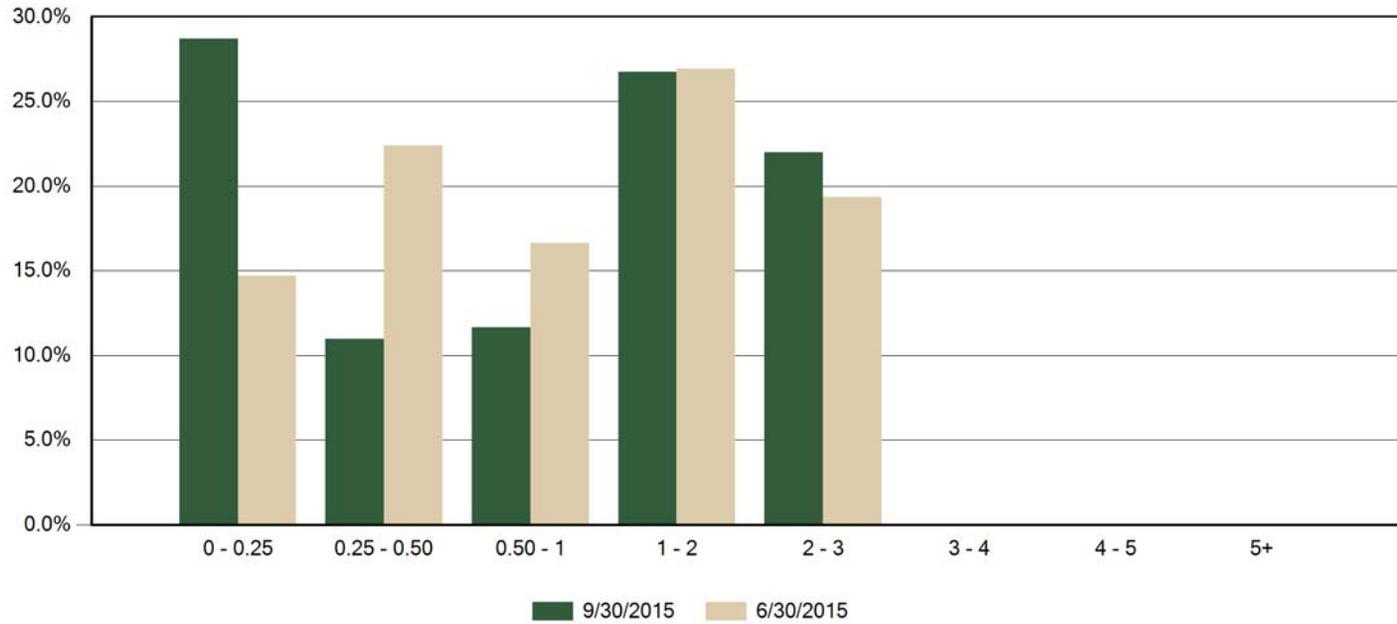
	AAA	AA	A	<A	NR
9/30/15	15.8 %	84.2 %	0.0 %	0.0 %	0.0 %
6/30/15	16.1 %	83.9 %	0.0 %	0.0 %	0.0 %

Source: S&P Ratings



Duration Distribution

City of Louisville
September 30, 2015 vs. June 30, 2015



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
9/30/15	28.7 %	11.0 %	11.6 %	26.7 %	22.0 %	0.0 %	0.0 %	0.0 %
6/30/15	14.7 %	22.4 %	16.6 %	26.9 %	19.3 %	0.0 %	0.0 %	0.0 %



Investment Performance

City of Louisville

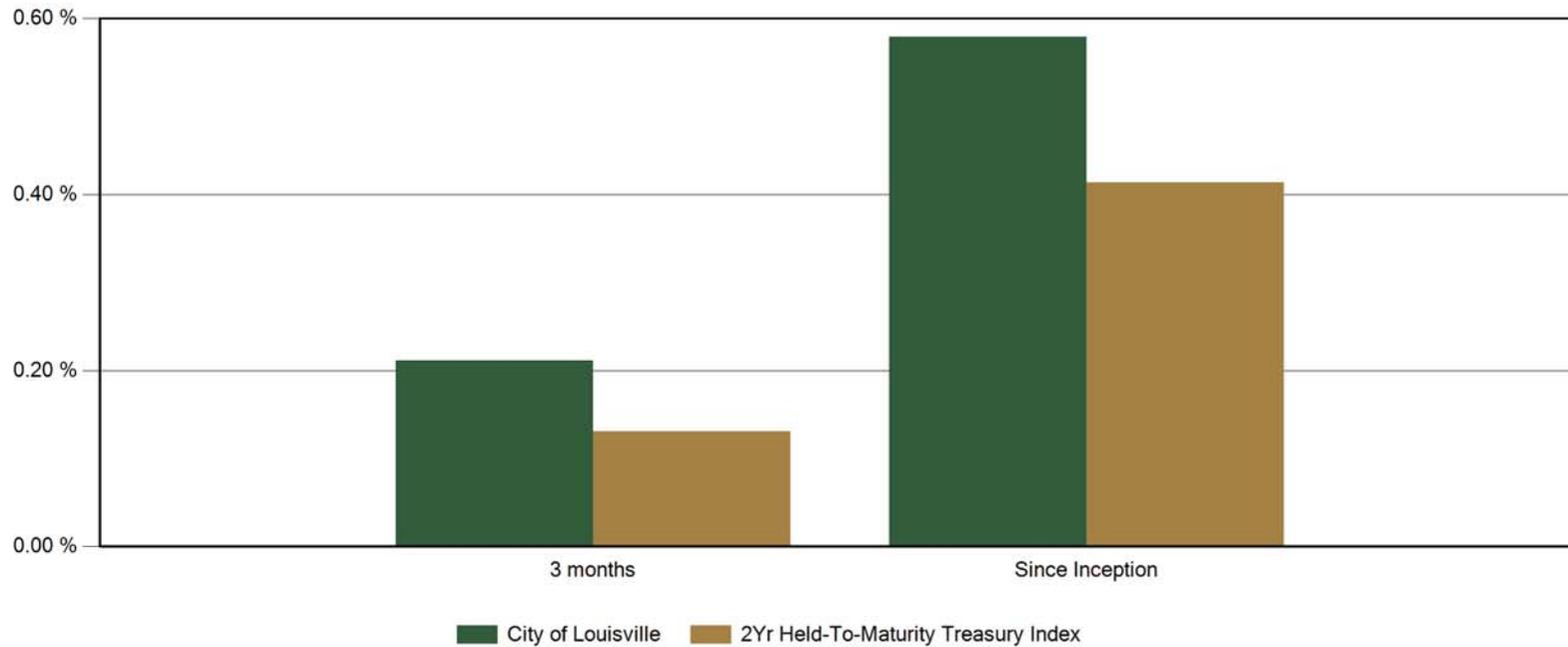
Period Ending

September 30, 2015

Total Rate of Return

Since Inception

June 30, 2014



	Latest 3 months	Since Inception
City of Louisville	0.21 %	0.72 %
2Yr Held-To-Maturity Treasury Index	0.13 %	0.52 %

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.



Managed Portfolio Summary as of 09/30/2015

PORTFOLIO CHARACTERISTICS

Average Duration	1.05
Average Coupon	0.67 %
Average Purchase YTM	0.63 %
Average Market YTM	0.45 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	1.06 yrs
Average Life	1.04 yrs

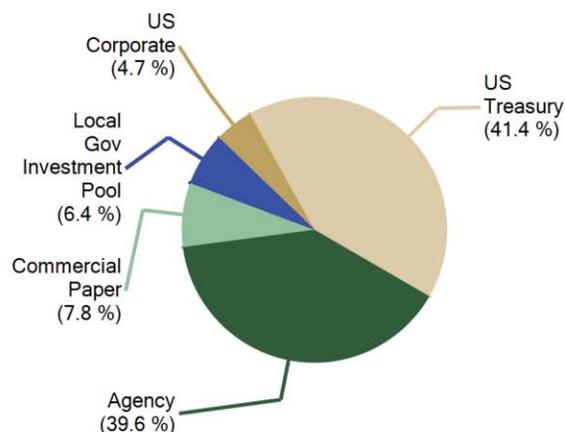
ACCOUNT SUMMARY

	Beg. Values as of 6/30/15	End Values as of 9/30/15
Market Value	36,155,861	31,908,034
Accrued Interest	53,036	51,293
Total Market Value	36,208,897	31,959,326
Income Earned		16,839
Cont/WD		-4,311,090
Par	36,125,601	31,859,464
Book Value	36,111,013	31,844,236
Cost Value	36,153,610	31,889,761

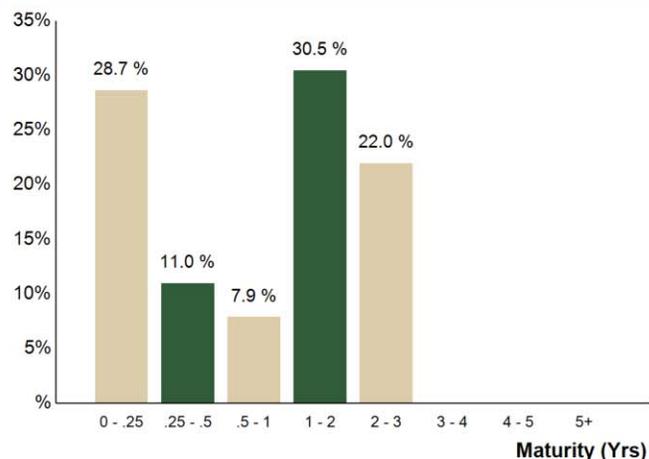
TOP ISSUERS

Issuer	% Portfolio
Government of United States	41.4 %
Federal National Mortgage Assoc	14.1 %
Federal Home Loan Mortgage Corp	11.3 %
Federal Home Loan Bank	11.0 %
CSAFE Investment Pool	6.4 %
Exxon Mobil Corp	4.7 %
Toyota Motor Credit Corp	4.7 %
Federal Farm Credit Bank	3.1 %
	96.9 %

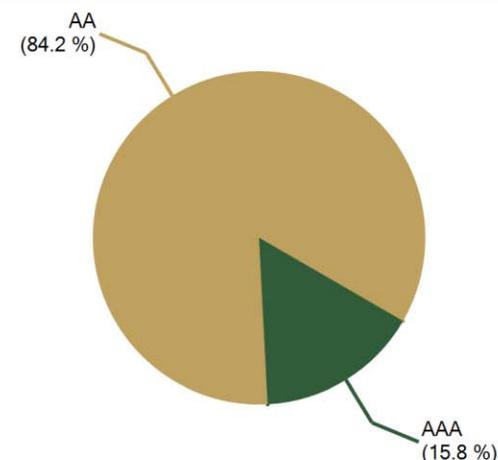
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

Total Rate of Return As of 9/30/2015	Current Month	Latest 3 Months	Year To Date	1 Yr	Annualized			6/30/2014	Since 6/30/2014
					3 Yrs	5 Yrs	10 Yrs		
City of Louisville	0.17 %	0.21 %	0.58 %	0.69 %	N/A	N/A	N/A	0.58 %	0.72 %
2Yr Held-To-Maturity Treasury Index	0.13 %	0.13 %	0.42 %	0.44 %	N/A	N/A	N/A	0.41 %	0.52 %
0-3 yr Treasury**	0.15 %	0.16 %	0.46 %	0.54 %	N/A	N/A	N/A	0.45 %	0.57 %

**1 Year T-Bills until 12/31/00; Then 60% 0-1 Year Bills and 40% 1-3 yr Treasuries

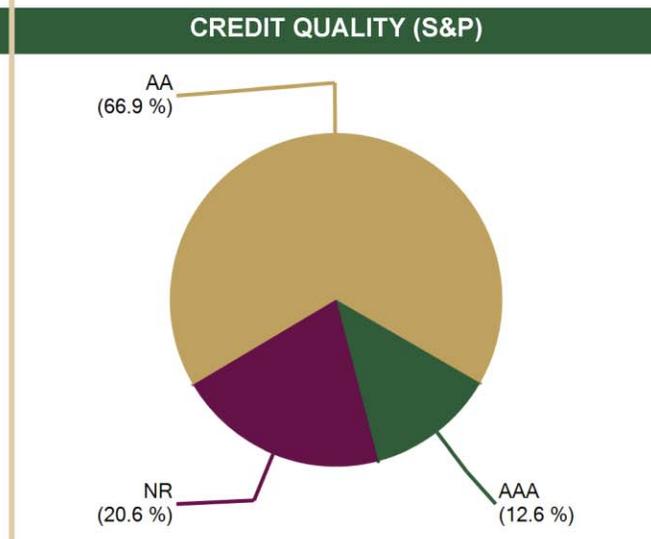
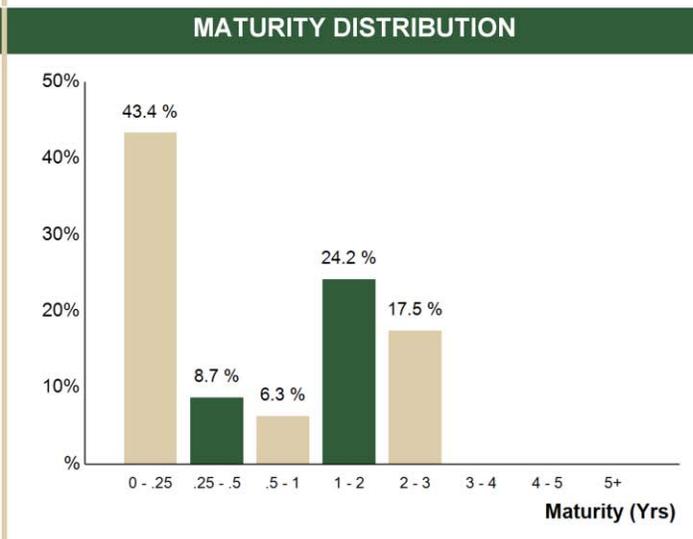
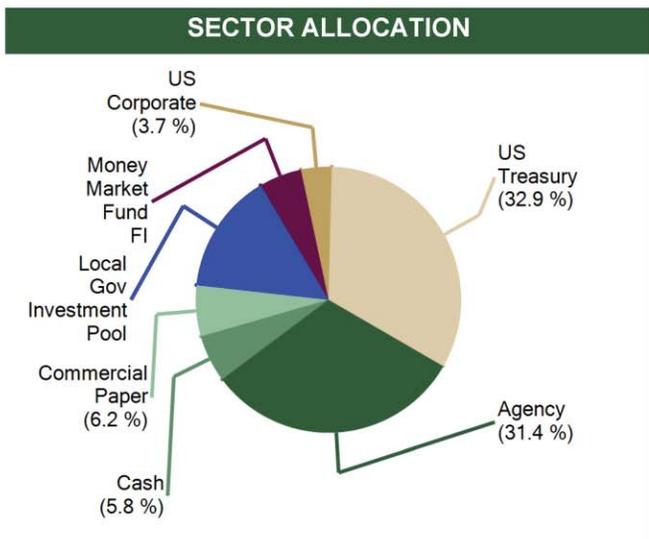


Total Portfolio Summary as of 09/30/2015

PORTFOLIO CHARACTERISTICS	
Average Duration	0.83
Average Coupon	0.55 %
Average Purchase YTM	0.53 %
Average Market YTM	0.38 %
Average S&P/Moody Rating	AA+/Aaa
Average Final Maturity	0.84 yrs
Average Life	0.83 yrs

ACCOUNT SUMMARY		
	Beg. Values as of 6/30/15	End Values as of 9/30/15
Market Value	42,839,723	40,176,539
Accrued Interest	53,036	51,293
Total Market Value	42,892,759	40,227,832
Income Earned Cont/WD		16,839
Par	42,809,463	40,127,969
Book Value	42,794,875	40,112,741
Cost Value	42,837,472	40,158,267

TOP ISSUERS	
Issuer	% Portfolio
Government of United States	32.9 %
Federal National Mortgage Assoc	11.2 %
City of Louisville	11.0 %
Local Govt Investment Pool	9.6 %
Federal Home Loan Mortgage Corp	9.0 %
Federal Home Loan Bank	8.8 %
CSAFE Investment Pool	5.1 %
Exxon Mobil Corp	3.7 %
	91.3 %





SECTION 3

Portfolio Holdings



Holdings Report

As of 9/30/15

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									
3134G3W55	FHLMC Note 0.45% Due 11/24/2015	1,100,000.00	12/26/2012 0.45 %	1,100,000.00 1,100,000.00	100.04 0.15 %	1,100,489.50 1,746.25	3.45 % 489.50	Aaa / AA+ AAA	0.15 0.15
313371NW2	FHLB Note 1.375% Due 12/11/2015	1,000,000.00	01/31/2013 0.44 %	1,026,440.00 1,001,798.12	100.25 0.11 %	1,002,500.00 4,201.39	3.15 % 701.88	Aaa / AA+ AAA	0.20 0.20
3135G0SB0	FNMA Note 0.375% Due 12/21/2015	1,500,000.00	09/03/2013 0.53 %	1,494,555.00 1,499,474.32	100.05 0.14 %	1,500,805.50 1,562.50	4.70 % 1,331.18	Aaa / AA+ AAA	0.22 0.22
3133ECFV1	FFCB Note 0.43% Due 1/29/2016	1,000,000.00	02/21/2013 0.44 %	999,620.00 999,957.46	100.06 0.26 %	1,000,565.00 740.56	3.13 % 607.54	Aaa / AA+ AAA	0.33 0.33
313382B77	FHLB Note 0.42% Due 2/12/2016	1,500,000.00	02/28/2013 0.41 %	1,500,285.00 1,500,035.39	100.07 0.24 %	1,500,987.00 857.50	4.70 % 951.61	Aaa / AA+ AAA	0.37 0.37
313373SZ6	FHLB Note 2.125% Due 6/10/2016	1,000,000.00	06/28/2013 0.80 %	1,038,420.00 1,009,016.94	101.18 0.42 %	1,011,807.00 6,552.08	3.19 % 2,790.06	Aaa / AA+ AAA	0.70 0.69
3137EADU0	FHLMC Note 0.5% Due 1/27/2017	1,000,000.00	01/15/2015 0.59 %	998,250.00 998,858.49	99.98 0.51 %	999,808.00 888.89	3.13 % 949.51	Aaa / AA+ AAA	1.33 1.32
3137EADT3	FHLMC Note 0.875% Due 2/22/2017	1,500,000.00	08/27/2014 0.83 %	1,501,665.00 1,500,934.16	100.47 0.54 %	1,507,041.00 1,421.88	4.72 % 6,106.84	Aaa / AA+ AAA	1.40 1.38
3135G0TG8	FNMA Note 0.875% Due 2/8/2018	1,500,000.00	06/12/2015 1.06 %	1,492,810.50 1,493,611.81	100.15 0.81 %	1,502,292.00 1,932.29	4.71 % 8,680.19	Aaa / AA+ AAA	2.36 2.32
3135G0WJ8	FNMA Note 0.875% Due 5/21/2018	1,500,000.00	05/26/2015 1.06 %	1,492,065.00 1,492,989.54	99.94 0.90 %	1,499,098.50 4,739.58	4.71 % 6,108.96	Aaa / AA+ AAA	2.64 2.60
Total Agency		12,600,000.00	0.68 %	12,644,110.50 12,596,676.23	0.43 %	12,625,393.50 24,642.92	39.58 % 28,717.27	Aaa / AA+ Aaa	1.05 1.03
COMMERCIAL PAPER									
89233HZJ6	Toyota Motor Credit Discount CP 0.35% Due 12/18/2015	1,500,000.00	03/24/2015 0.36 %	1,496,091.67 1,496,091.67	99.74 0.36 %	1,496,091.67 2,770.83	4.69 % 0.00	P-1 / A-1+ F-1	0.22 0.22
21687AAF0	Rabobank NY Discount CP 0.39% Due 1/15/2016	1,000,000.00	05/04/2015 0.40 %	997,237.50 997,237.50	99.72 0.40 %	997,237.50 1,614.17	3.13 % 0.00	P-1 / A-1 F-1	0.29 0.29
Total Commercial Paper		2,500,000.00	0.37 %	2,493,329.17 2,493,329.17	0.37 %	2,493,329.17 4,385.00	7.82 % 0.00	P-1 / A-1 F-1	0.25 0.25
LOCAL GOV INVESTMENT POOL									
99CSAFE\$0	CSAFE Investment Pool	2,059,764.14	Various 0.19 %	2,059,764.14 2,059,764.14	1.00 0.19 %	2,059,764.14 0.00	6.44 % 0.00	NR / AAA NR	0.00 0.00
Total Local Gov Investment Pool		2,059,764.14	0.19 %	2,059,764.14 2,059,764.14	0.19 %	2,059,764.14 0.00	6.44 % 0.00	NR / AAA NR	0.00 0.00

Holdings Report

As of 9/30/15

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 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	100.24 1.21 %	1,503,540.00 1,359.38	4.71 % 3,540.00	Aaa / AAA NR	2.43 2.39
Total US Corporate		1,500,000.00	1.31 %	1,500,000.00	1.21 %	1,503,540.00 1,359.38	4.71 % 3,540.00	Aaa / AAA NR	2.43 2.39
US TREASURY									
912828WB2	US Treasury Note 0.25% Due 10/31/2015	1,000,000.00	12/23/2013 0.33 %	998,515.63 999,934.22	100.00 0.20 %	1,000,039.00 1,048.61	3.13 % 104.78	Aaa / AA+ AAA	0.08 0.08
912828UC2	US Treasury Note 0.25% Due 12/15/2015	1,000,000.00	08/02/2013 0.41 %	996,289.06 999,678.24	100.04 0.06 %	1,000,391.00 737.70	3.13 % 712.76	Aaa / AA+ AAA	0.21 0.21
912828UW8	US Treasury Note 0.25% Due 4/15/2016	1,500,000.00	06/12/2015 0.29 %	1,499,477.68 1,499,662.63	100.04 0.18 %	1,500,528.00 1,731.56	4.70 % 865.37	Aaa / AA+ AAA	0.54 0.54
912828F47	US Treasury Note 0.5% Due 9/30/2016	1,200,000.00	12/22/2014 0.61 %	1,197,660.26 1,198,680.05	100.10 0.40 %	1,201,203.60 16.39	3.76 % 2,523.55	Aaa / AA+ AAA	1.00 1.00
912828WA4	US Treasury Note 0.625% Due 10/15/2016	1,500,000.00	02/27/2014 0.54 %	1,503,164.06 1,501,251.14	100.23 0.41 %	1,503,418.50 4,328.89	4.72 % 2,167.36	Aaa / AA+ AAA	1.04 1.03
912828SC5	US Treasury Note 0.875% Due 1/31/2017	1,500,000.00	02/27/2014 0.66 %	1,509,257.81 1,504,226.20	100.52 0.48 %	1,507,773.00 2,211.28	4.72 % 3,546.80	Aaa / AA+ AAA	1.34 1.32
912828B74	US Treasury Note 0.625% Due 2/15/2017	999,000.00	11/17/2014 0.65 %	998,378.97 998,619.05	100.19 0.49 %	1,000,860.14 797.44	3.13 % 2,241.09	Aaa / AA+ AAA	1.38 1.37
912828SY7	US Treasury Note 0.625% Due 5/31/2017	1,000,700.00	11/25/2014 0.77 %	997,107.09 998,317.79	100.07 0.58 %	1,001,442.52 2,101.88	3.14 % 3,124.73	Aaa / AA+ AAA	1.67 1.65
912828WP1	US Treasury Note 0.875% Due 6/15/2017	1,000,000.00	07/01/2014 0.88 %	999,886.16 999,934.27	100.49 0.59 %	1,004,857.00 2,581.97	3.15 % 4,922.73	Aaa / AA+ AAA	1.71 1.69
912828TW0	US Treasury Note 0.75% Due 10/31/2017	1,000,000.00	04/23/2015 0.77 %	999,612.73 999,680.01	100.15 0.68 %	1,001,510.00 3,138.59	3.14 % 1,829.99	Aaa / AA+ AAA	2.09 2.06
912828UJ7	US Treasury Note 0.875% Due 1/31/2018	1,500,000.00	03/17/2015 1.04 %	1,493,208.15 1,494,482.43	100.27 0.76 %	1,503,984.00 2,211.28	4.71 % 9,501.57	Aaa / AA+ AAA	2.34 2.30
Total US Treasury		13,199,700.00	0.63 %	13,192,557.60 13,194,466.03	0.44 %	13,226,006.76 20,905.59	41.45 % 31,540.73	Aaa / AA+ Aaa	1.23 1.22
TOTAL PORTFOLIO		31,859,464.14	0.63 %	31,889,761.41 31,844,235.57	0.45 %	31,908,033.57 51,292.89	100.00 % 63,798.00	Aaa / AA+ Aaa	1.06 1.05
TOTAL MARKET VALUE PLUS ACCRUED						31,959,326.46			