



**GRAND JUNCTION CITY COUNCIL  
MONDAY, MAY 1, 2017**

**PRE-MEETING (DINNER) 5:00 P.M. ADMINISTRATION CONFERENCE ROOM  
WORKSHOP, 5:30 P.M.  
CITY HALL AUDITORIUM  
250 N. 5<sup>TH</sup> STREET**

*To become the most livable community west of the Rockies by 2025*

**1. Discussion Topics**

- a. Introduce Candidate for the At-Large Position for the Grand Junction Regional Airport Authority
- b. 2017 Program Year Community Development Block Grant (CDBG) Funding Requests

**2. Next Workshop Topics**

**3. Other Business**



**Grand Junction City Council**

**Workshop Session**

**Item #1.a.**

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**Meeting Date:** May 1, 2017

**Presented By:** City Council

**Department:** City Attorney

**Submitted By:** City Council

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**Information**

**SUBJECT:**

Introduce Candidate for the At-Large Position for the Grand Junction Regional Airport Authority

**EXECUTIVE SUMMARY:**

An opportunity for the City Council to meet candidate Charles McDaniel who the Airport Board is putting forward for appointment to the at large position.

**BACKGROUND OR DETAILED INFORMATION:**

The GJRAA interviewed candidates and are recommending Charles McDaniel for appointment. A letter from Airport Authority Chairman Rick Taggart is attached.

**FISCAL IMPACT:**

None.

**SUGGESTED ACTION:**

None.

**Attachments**

1. Airport Authority Letter





Dear Mayor Phyllis Norris and City Council Members:

The board members of the Grand Junction Regional Airport Authority are appointed by the Grand Junction City Council and Mesa County Commission. The following are the Airport Authority Bylaws regarding board member selection:

*2.2 SELECTION AND QUALIFICATION. The Board shall consist of seven (7) members which may be referred to as Directors or Commissioners (hereinafter "Directors"). The Mesa County Commissioners shall appoint three (3) Directors, only one of whom may, but need not be, a County Commissioner. The City Council of Grand Junction shall appoint three (3) Directors, only one of whom may, but need not be, a member of the City Council. The Directors appointed by the County Commissioners and the City Council shall be residents and taxpaying electors of Mesa County or the City of Grand Junction, respectively, at the time of their appointment. The Directors appointed by the Mesa County Commissioners and the Grand Junction City Council shall advise the County Commissioners and the City Council as to the person they identified as the seventh Director (hereinafter "At-Large Director") and the County Commissioners and the City Council will determine whether they consent to that person serving as the At-Large Director. The At-Large Director shall be a resident and taxpaying elector of Mesa County at the time of his or her appointment.*

*2.2.1. METHOD OF PROPOSING AT-LARGE DIRECTOR. The At-Large Director shall be selected from a pool of potential Directors arrived at by the public solicitation of applicants for the open position(s). The current Directors shall, in executive session, discuss the applicants and identify the person to be the At-Large Director and then take any public comments on the person identified at the next regular Board Meeting. The Directors shall then advise the Mesa County Commissioners and the Grand Junction City Council as to the person they identified as the At-Large Director and the County Commissioners and the City Council will determine whether they consent to that person serving as the At-Large Director.*

The term of the at-large member of the Authority Board ended in February 2017. Therefore, we directed staff to advertise and solicit applications for this vacancy. Authority staff posted this vacancy on the airport website as well as advertised in the Grand Junction Sentinel. The board reviewed the applications and interviewed the two applicants that were submitted prior to the posted deadline of 3:00 pm on March 13, 2017. At the April 18, 2017 board meeting, the commissioners interviewed and received public comment on each candidate.

Based on the above process, at our meeting of April 18, 2017, the Board has recommended Charles McDaniel for the at-large board member, for a four-year term ending on February 28, 2021. The Authority Board respectfully requests his appointment by the Grand Junction City Council and Mesa County Commissioners.

Very truly yours,

Rick Taggart, Board Chairman  
Grand Junction Regional Airport Authority



## Grand Junction City Council

### Regular Session

Item #1.b.

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**Meeting Date:** May 1, 2017

**Presented By:** Kristen Ashbeck, Senior Planner/ CDBG Admin

**Department:** Community Development

**Submitted By:** Kristen Ashbeck, Senior Planner, CDBG Administrator

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### **Information**

#### **SUBJECT:**

2017 Program Year Community Development Block Grant (CDBG) Funding Requests

#### **RECOMMENDATION:**

NA

#### **EXECUTIVE SUMMARY:**

City Council will consider which activities and programs to fund for the Community Development Block Grant (CDBG) 2017 Program Year. The City has not yet received its 2017 allocation, but estimates it will receive \$375,000 for the 2017 Program Year beginning on September 1, 2017. In addition, unexpended funds from prior years in the amount of \$14,938 will be allocated with the 2017 funds.

#### **BACKGROUND OR DETAILED INFORMATION:**

**Background.** CDBG funds are an entitlement grant to the City of Grand Junction which became eligible for the funding in 1996. The 2017 Program Year which will begin September 1, 2017, marks the City's 22nd year of eligibility. Applications for funding were solicited and received by the City on March 15th. The purpose of the workshop is to establish a work plan for the 2017 CDBG Program Year by recommending which projects should be funded. The final funding decision will be made by the City Council at its meeting on May 17, 2017 and adoption of the Annual Action Plan will occur at the July 5, 2017 meeting.

**2017 CDBG Project Funding.** The City has received grant requests of \$429,581 from outside agencies and has identified three City capital improvements projects totaling

\$225,782 that would be eligible for CDBG funding for a total of \$655,363 in grant requests. It is estimated that the City will receive \$375,000 for the 2017 Program Year. In addition, there are funds remaining from prior years in the amount of \$14,938 that will be allocated with the 2017 funds, for a total of \$389,938 available for allocation. The purpose of the May 1, 2017 workshop is to establish a work plan for the 2017 CDBG Program Year by recommending which projects should be funded. The final funding decision will be made by the City Council at its meeting on May 17, 2017 and final adoption of the 2017 Program Year Action Plan will occur at the July 5, 2017 meeting. The applications for 2017 funding are summarized in Attachment 1 and tabulated in the Attachment 2 worksheet. The document of the full applications is included in Attachment 5.

### **HUD CDBG Guidelines and Evaluation Criteria**

- 1) Administration activities may not exceed 20% of Program Year allocation
- 2) Human Services activities may not exceed 15% of Program Year allocation
- 3) Applications for CDBG funding will be judged by the following criteria:

- Proposed project meets national Objectives:

- o Benefits low and moderate income persons
- o Eliminates or prevents slum or blight
- o Address an urgent community need (usually a natural disaster)

- Proposed project is eligible and meets the City's Five Year Consolidated Plan Goals:

- o Need for non-housing community development infrastructure
- o Need for affordable housing
- o Needs of the homeless
- o Needs of special needs populations and other human services

- Ability of the applicant to complete the project: Agency capacity, history of performance, staff level and experience, financial stability

- Amount requested is consistent with agency needs

### **FISCAL IMPACT:**

The estimated 2017 CDBG appropriation is \$375,000 and unexpended funds from prior years is \$14,938 for a total allocation amount of \$389,938.

### **SUGGESTED MOTION:**

Consider the applications for grant funding and forward recommendations.

## **Attachments**

1. 2017 CDBG Application Summary
2. Worksheet of 2017 Funding Requests
3. 2017 Program Year Schedule
4. History of CDBG Projects 1996-2016
5. 2017 CDBG Applications

## **SUMMARY OF 2017 FUNDING REQUESTS**

### **ADMINISTRATION – Use of Previous Year Funds**

#### **1a CDBG-Eligible Planning Documents**

Reallocate unexpended funds from prior years to reimburse 2016 Administration funds used for City's share of Vagrancy/Vulnerability Study (\$5,000) and Wetlands Delineation Study for Jarvis Property (\$3,400 Economic Development).

**Funds Requested: \$8,400**

### **ADMINISTRATION – Cannot Exceed 20% of 2017 Allocation (\$75,000)**

#### **1 Program Administration – General**

The City allocated \$43,000 2016 CDBG funds for general program administration and a portion of staff salary. These funds will be expended by September 2017. Funds are used for program administration, fair housing activities, annual reports to HUD, staff training and a portion of staff salary. The amount requested is reduced from the past few years. 2015/2016 required more staff time to oversee the Housing Needs Assessment and complete the 5-Year Consolidated Plan and Analysis of Impediments to Fair Housing. This year will not require as much staff time to administer the grant program. Council can consider what level of CDBG funding they would like to use for 2017 Program Administration.

**Funds Requested: \$25,000**

#### **1b CDBG-Eligible Economic Development Activities**

Consultant services for pre-development planning and engineering for Las Colonias Business Park.

**Funds Requested: \$50,000**

### **SERVICES PROJECTS – Cannot Exceed 15% of 2017 Allocation (\$56,250)**

#### **2 Karis Inc. Integrated Mental Health Services**

Karis, Inc. provides housing and support services for homeless, unaccompanied teens and youth in the community. CDBG funds would be used to provide mental health and substance abuse services to Karis clients at its various housing facilities in the City limits. With CDBG funds, Karis, Inc. will be able to increase direct service hours per week for two clinicians to a total of 40 hours per week. Karis, Inc. received \$83,000 CDBG funding in 2013 to purchase The House, \$10,400 in 2015 to rehabilitate the Asset House and \$50,000 in 2016 to purchase the Zoe House. The 2013 and 2014 funds have expended and projects closed out. The 2016 funds are expected to be expended by Fall 2017.

**Total Project Cost: \$39,260**

**Funds Requested: \$10,400**

**Recommended Funding: \$ TBD**

**FUNDING CONCERNS: None**

**3 HomewardBound of the Grand Valley (HBGV) – Purchase Food**

HBGV provides year-round overnight emergency shelter for up to 180 individuals nightly. The shelter typically serves 126 single men, 54 single women and 8-12 families per night with meals, bedding, hot showers and community outreach opportunities. In 2016, the shelter provided 116,207 nutritious meals for breakfast and dinners. Full meals provided by volunteer groups has decreased to very few so the shelter supplements 100% of the meals. 13,980 additional meals are expected to be served this year. CDBG funds will help fund the gap to purchase food for this expected increase.

**Total Project Cost: \$25,000**  
**Funds Requested: \$15,000**  
**Recommended Funding: \$ TBD**

**FUNDING CONCERNS:** None

**4 Western Colorado Suicide Prevention Foundation (WCSPF) – Outreach Expansion Initiative**

WCSPF provides suicide prevention and awareness training programs to employers, law enforcement officials, school administrators, parents and community members in the community. CDBG funds are requested to increase the agency's capacity to serve Hispanic and low-income families living in eligible CDBG neighborhoods within the City limits. Funds would be used to train a bilingual trainer to reach and serve target areas and distribute educational materials (in English and Spanish). WCSPF received a 2015 \$8,860 for youth counseling services. 85% of the grant was not expended due to the inability to identify city-resident clients that would participate. Funds were returned and being reallocated with the 2017 allocation. WCSPF also received a \$5,874 2016 CDBG grant, none of which has been expended.

**Total Program Cost: \$15,800**  
**Funds Requested: \$6,800**  
**Recommended Funding: \$ TBD**

**FUNDING CONCERNS:** Unexpended 2016 funds could be used for this purpose.

**5 St. Mary's Foundation – Senior Companion Program**

The Senior Companion Program enables low to moderate income active seniors to assist other low income frail, elderly persons so that these persons can continue to live at home rather than in an assisted living facility. CDBG funds would be used to reimburse 1-2 new volunteers that live within the City limits for mileage expenses that support 3 more clients within the City limits. The Senior Companion Program has received CDBG funding for this same purpose in 2003 (\$5,000), 2004 (\$8,000), 2007 (\$10,000), 2009 (\$12,000), 2011 (\$8,000), 2012

(\$8,000), 2013 (\$8,000), 2014 (\$10,000) and 2016 (\$8,000). All but 20% of the 2016 funds have been expended and projects closed out.

**FUNDING CONCERNS:** Applicant will need to document household income and determine if the client lives within the City limits, as well as showing growth in the program. 2014 CDBG grant goal was 20 volunteers serving 250 clients and reported 22 volunteers serving 169 clients. 2016 grant projected 25 volunteers serving 250 clients and so far have reported 24 volunteers serving 174 clients. 2017 grant projects 25 volunteers serving 255 clients. Meet projections for volunteers but minimal overall program growth and projections for number of clients not met.

**Total Program Cost: \$229,109**  
**Funds Requested: \$10,000**  
**Recommended Funding: \$ TBD**

#### **6 St. Mary's Foundation – Foster Grandparent Program**

This program places low income senior volunteers in school, day care, Head Start, preschool, and safe house facilities to help children with special needs. Funding would allow for the addition of 2 volunteers to serve 75 more students. Foster Grandparent Program has received CDBG funding for this same purpose in 2003 (\$5,000), 2004 (\$7,000), 2007 (\$10,000), 2010 (\$12,000), 2011 (\$10,000), 2012 (\$10,000), 2013 (\$10,000) and 2015 (\$8,998). All funds have been expended and projects closed out except for 2016 which has 67% of funds remaining to be expended by December 2017.

**FUNDING CONCERNS:** Applicant will need to document household income and determine if the client lives within the City limits, as well as showing growth in the program. 2015 goal was 55 volunteers and reported 55; 2016 goal (current grant) is 58 and have reported 52 so far. 2017 projection is 60 volunteers - 2 new to serve 75 more students. Meet projections but little overall growth in program.

**Total Program Cost: \$351,371**  
**Funds Requested: \$10,000**  
**Recommended Funding: \$ TBD**

#### **7 St. Mary's Foundation – Gray Gourmet Program**

Gray Gourmet prepares and serves a nutritious lunchtime meal for Mesa County seniors age 60 and older. CDBG funds would be used to help off-set the cost of food purchases for meals to be prepared and served for 10-11 more City residents with an estimated 1,952 more meals. Gray Gourmet has received funds for this purpose in the past as well as for equipment for the preparation kitchen - 2003 (\$5,000), 2004 (\$7,000), 2007 (\$10,000), 2010 (\$12,000), 2011 (\$10,000), 2012 (\$10,000), 2013 (\$10,000) and 2015 (\$8,998).



**FUNDING CONCERNS:** Applicant will need to document household income and determine if the client lives within the City limits, as well as showing growth in the program.

**Total Program Cost: \$281,800**  
**Funds Requested: \$16,000**  
**Recommended Funding: \$ TBD**

**8 Counseling and Education Center (CEC) - Low Income Counseling Services**

This program provides counseling services for low income citizens. Funds are requested to help pay for 80 more hours of counseling sessions for an estimated 30 more clients seeking care. The number of persons served is directly related to the amount of funding received. CEC received CDBG funding for this purpose in 2007 (\$7,181), 2010 (\$6,682), 2012 (\$7,000), 2013 (\$7,000), 2014 (\$3,000), 2016 (\$6,000). All funds have been expended and the projects closed out.

**Total Program Cost: \$365,606**  
**Funds Requested: \$6,000**  
**Recommended Funding: \$ TBD**

**FUNDING CONCERNS:** Applicant will need to document household income and determine if the client lives within the City limits.

**9 Marillac Clinic – Purchase Dental Diagnostic Equipment**

Marillac Clinic, Inc. recently attained a designation as a Federally Qualified Community Health Center and, thus, are undergoing many changes and significant increase in services. Most of the heavily-used dental equipment at the clinic is 15-20 years old. This grant would help fund the purchase of a new diagnostic piece of equipment that detects decay and crack not typically revealed by x-rays. The grant amount requested is based on 40 percent of Marillac's patients residing in the City thus 40% of project costs is eligible to be funded with CDBG. Marillac received several CDBG grants in the past: 2001 (\$200,000), 2013 (two grants \$10,000 and \$23,190) and (2016) \$19,832. All funds have been expended and the projects closed out.

**Total Program Cost: \$28,120**  
**Funds Requested: \$10,685**  
**Recommended Funding: \$ TBD**

**FUNDING CONCERNS:** Applicant will need to document household income and determine if the client lives within the City limits.

**CAPITAL IMPROVEMENTS PROJECTS**

**10 Hilltop Community Resources – Resource Center Lighting Upgrade**

Hilltop Community Resources, Inc. provides the community with 29 far-reaching and comprehensive community services, many of which are housed at the



Resource Center located at 1129 and 1105 Colorado Avenue. Hilltop is requesting funds to upgrade light bulbs and ballasts to improve the energy efficiency of the buildings. Per HUD guidelines, this is considered more of a cosmetic operating expense thus, not an eligible CDBG activity. Hilltop has received several CDBG grants in the past: 2007 (\$24,547), 2013 (\$86,840) and 2014 (\$10,320). All funds have been expended and projects closed out.

**Total Project Cost: \$112,425**  
**Funds Requested: \$9,320**  
**Recommended Funding: \$ 0**

**FUNDING CONCERNS:** Not an eligible CDBG activity

**11 Grand Valley Catholic Outreach – Outreach Day Center Renovation**

Grand Valley Catholic Outreach provides 12 core programs to meet the needs of individuals and families in distress. The Outreach Day Center located at 302 Pitkin Avenue is visited by 100 or more persons per day for the services it provides, including showers, clothes washing, see a doctor or therapist or assistance with obtaining a job. CDBG funds would be used to remodel the Day Center and construct an addition to provide more space, privacy and security for the medical and mental health providers who serve on site. CDBG funds have been granted to Catholic Outreach Housing Resources in 1997 (\$73,121), 2000 (\$130,000 – purchased day center building), 2001 (\$10,000), 2004 (\$50,000), 2007 (\$100,000), 2010 (\$88,725), 2011 (\$50,000), 2012 (\$12,638) and 2015 (\$4,000). All funds have been expended and the projects closed out.

**Total Project Cost: \$1,070,230**  
**Funds Requested: \$200,000**  
**Recommended Funding: TBD**

**FUNDING CONCERNS:** Need Planning and Building Department Site Plan Review and approval. Entire project will be subject to Federal wage rates. There may be some rehabilitation elements that are not CDBG-eligible.

**12 Habitat for Humanity – New Housing Development Fees**

Habitat for Humanity is a grassroots, faith-based, non-profit organization that constructs self-help housing. Habitat is currently building homes in the Hoffman Subdivision located at D and 30-1/4 Roads. CDBG funds are requested to pay for development fees for 2 new homes. Per HUD guidance, this is not an eligible CDBG expenditure. Habitat received CDBG funds in 1996 (\$80,000) for property acquisition. All funds have been expended.

**Total Project Cost: \$327,084**  
**Funds Requested: \$32,876**  
**Recommended Funding: 0**

**FUNDING CONCERNS:** HUD has determined that this is not an eligible CDBG activity.

**13 Housing Resources of Western Colorado – Critical Home Repair Program**

Housing Resources provides low income residents with 24-hour emergency repair including roof repair, furnace repair, carbon monoxide issues, frozen pipes, water heaters, electrical problems and evaporative coolers. CDBG funding is requested to help pay for materials and labor for the program. Housing Resources expects to serve 65-75 city residents through the program. CDBG funds have been granted to Housing Resources in 2000 (\$55,000), 2001 (\$130,000), 2004 (\$50,000), 2005 (\$35,000), 2009 (\$120,000), 2015 (\$22,500 for the same program), and 2016 (\$7,750). 40 repairs were done with same 2015 CDBG amount. The grant request is the same but the goal is to obtain additional matching funds to be able to increase the number of households served in the City. All funds have been expended and the projects closed out with the exception of the 2016 grant which is underway.

**Total Project Cost: \$32,500**  
**Capital Funds Requested: \$22,500**  
**Recommended Funding: TBD**

**FUNDING CONCERNS:** An Environmental Review will need to be completed for each property proposed for repair/rehabilitation. Applicant will need to document household income and determine if client lives with the City limits.

**14 Karis, Inc. – Purchase the Fourth House**

Karis, Inc. provides shelter and services to homeless, unaccompanied teens and youth in the community. CDBG funds are requested to be used for the purchase of the “Fourth House” which is a drop-in center located in the basement of 362 Main Street (former Dinosaur Valley Building) that provides showers, meals, clothing, laundry, addiction counseling, art groups, access to computers and crisis and employment services. The facility has served 142 youth since last fall. Karis, Inc. received CDBG funds in 2013 (\$83,000), 2015 (\$10,400) and 2016 (\$50,000). Funds have been expended except for the 2016 CDBG grant for acquisition of the Zoe House which is expected to close by Fall 2017.

**Total Project Cost: \$150,000**  
**Funds Requested: \$80,000**  
**Recommended Funding: \$ TBD**

**FUNDING CONCERNS:** The condominium unit within the building would need to be further subdivided in order to purchase just the basement and all building and fire code requirements for the remodel and subdivision would need to be met.

**15 City of Grand Junction – Riverside Park Improvements for RIO Initiative**

RIO is a local planning effort funded by the Great Outdoors Colorado (GOCO) Inspire Initiative. The Inspire Initiative is a \$25 million initiative aimed at influencing Coloradans, particularly kids, to appreciate, enjoy, and take care of

our great outdoors. GOCO asked for local coalitions across the state to bring projects to life through an integrated, youth-driven, and collaborative approach.

RIO has been working since January of 2016 to develop plans to engage and connect our underserved youth and their families with the outdoors in the target areas of Riverside and Orchard Mesa. The focus of this CDBG request is the safety related place improvements developed by the Riverside community and youth coalition for Riverside Park. An implementation grant will be submitted to GOCO in July 2017 that could provide up to 10 times the amount of the City match (CDBG funds). GOCO funding decisions will be made in November of 2017 with implementation beginning in 2018. Coalition members include: Riverside Educational Center, Riverfront Commission, School District 51, Healthy Mesa County, Colorado Parks and Wildlife, Mesa Land Trust, Colorado Canyons Association, Riverside Task Force, and the City of Grand Junction.

**Total Project Cost: \$103,782**  
**Funds Requested: \$103,782**  
**Recommended Funding: TBD**

**FUNDING CONCERNS:** None

**16 City of Grand Junction – Bookcliff Middle School/Community Center Pedestrian Improvements**

Pedestrian improvements along 29-1/4 Road in front of Bookcliff Middle School are missing and present a dangerous situation to students and users of the community center. The project would construct 375 feet of curb, gutter and sidewalk along the west side of 29-1/4 Road and accessible ramps and crosswalks that presently do not exist. Mesa County will match the CDBG funds with \$18,000 of the project costs.

**Total Project Cost: \$60,000**  
**Funds Requested: \$42,000**  
**Recommended Funding: TBD**

**FUNDING CONCERNS:** Since only 70% of nearby residents live within the City limits, only 70% of total budget can be used for the project.

**17 City of Grand Junction – Nisley Elementary Safe Routes to School**

There are no sidewalks along Orchard Avenue between 29 Road and Melody Lane which is a primary walking route for students getting to/from Nisley Elementary School. This project would construct 550 feet of missing curb, gutter and sidewalk along the south side of Orchard Avenue and 3 accessible ramps.

**Total Project Cost: \$80,000**  
**Funds Requested: \$80,000**  
**Recommended Funding: TBD**

**FUNDING CONCERNS:** None

2017 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS								
		2017 FUNDING (estimate only)	\$375,000				Maximum Admin Allocation (20%) - \$75,000	
		Funds Not Expended Prior Years	\$14,938				Maximum Services Allocation (15%) - \$56,250	
		TOTAL FUNDS FOR ALLOCATION	\$389,938					
	AGENCY	PROJECT TITLE	GRANT REQUEST	MIN REQUEST	2016 FUNDING	FUNDING LEVERAGE	PROJECT INFORMATION/COMMENTS	COUNCIL RECOMMENDATION
1a 2016 Admin	City of Grand Junction Administration	Program Administration - Planning Documents	\$8,400	\$8,400			Reallocate unexpended funds from prior years to reimburse 2016 Administration funds used for City's share of Vagrancy/Vulnerability Study (\$5,000) and Wetlands Delineation Study for Jarvis Property (\$3,400 Econ Dev)	
1 2017 Admin	City of Grand Junction Administration	Program Administration	\$25,000	\$5,000	\$43,000		General program administration, fair housing activities, annual reports to HUD and a portion of staff salary. Reduced from past few years - 2015/2016 required more staff time to oversee the Housing Needs Assessment and complete the 5-Year Consolidated Plan and Analysis of Impediments to Fair Housing. This year will not require as much staff time.	
1b 2017 Admin	City of Grand Junction Economic Development	Las Colonias Business Park Design and Engineering	\$50,000	\$15,000	\$0		Consultant services for pre-development planning and engineering for Las Colonias Business Park	
2017 Funds Remaining for Allocation			\$306,538					
2 Services	Karis, Inc.	Integrated Mental Health Services	\$10,400	\$1	\$0 for Services, \$50,000 for property acquisition of Zoe House	\$28,860	Funds to provide mental health and substance abuse services to homeless, unaccompanied youth at its various housing facilities in the City limits. With CDBG funds will be able to increase direct service hours per week for two clinicians to a total of 40 hours per week	
3 Services	HomewardBound of the Grand Valley	Community Homeless Shelter - Purchase Food	\$15,000	\$500	\$0	\$10,000	Funds to purchase food for expected increase in number of meals served at shelter. Full meals provided by volunteer groups has decreased to very few so the shelter supplements 100% of the meals. 13,980 additional meals are expected to be served this year. CDBG funds will help fund the gap to purchase food for this expected increase.	
4 Services	Western Colorado Suicide Prevention Foundation	Outreach Expansion Initiative	\$6,800	\$5,000	\$5,874	\$9,000	CDBG funds to increase capacity to serve Hispanic and low-income families living in eligible CDBG neighborhoods within the City limits. Train a bilingual trainer to reach and serve target areas and distribute educational materials (in English and Spanish). 85% of remaining unexpended 2015 funds were returned. Have not expended any of 2016 funds which could be used for this purpose.	
5 Services	St. Mary's Foundation	Senior Companion Program	\$10,000	\$10,000	\$8,000	\$219,109	Funds to reimburse senior volunteers for travel expenses to/from work locations. Funding will provide for 1-2 more volunteers to serve 3 more clients. 80% of 2016 funds expended. 2014 CDBG grant goal was 20 volunteers serving 250 clients and reported 22 volunteers serving 169 clients. 2016 grant projected 25 volunteers serving 250 clients and so far have reported 24 volunteers serving 174 clients. 2017 grant projects 25 volunteers serving 255 clients. Meet projections for volunteers but minimal overall program growth and projections for number of clients not met.	
	AGENCY	PROJECT TITLE	GRANT REQUEST	MIN REQUEST	2016 FUNDING	FUNDING LEVERAGE	PROJECT INFORMATION/COMMENTS	COUNCIL RECOMMENDATION

<b>6 Services</b>	St. Mary's Foundation	Foster Grandparent Program	\$10,000	\$10,000	\$8,000	\$341,742	Funds to reimburse senior volunteers for travel expenses to/from work locations. Funds will add 8 more volunteers to serve 100 more students. 33% of 2016 funds expended. 2015 goal was 55 volunteers and reported 55; 2016 goal (current grant) is 58 and have reported 52 so far. 2017 projection is 60 volunteers - 2 new to serve 75 more students. Meet projections but little growth in program.	
<b>7 Services</b>	St. Mary's Foundation	Gray Gourmet - Purchase Food	\$16,000	\$10,000	\$0	\$265,800	Gray Gourmet prepares and serves a nutritious lunchtime meal for Mesa County seniors age 60 and older. CDBG funds would be used to help off-set the cost of food purchases for meals to be prepared and served for 10-11 more City residents with an estimated 1,952 more meals.	
<b>8 Services</b>	Counseling and Education Center	Low Income Counseling Program	\$6,000	\$6,000	\$6,000	\$359,606	CEC provides counseling to individuals in crisis or those dealing with difficult emotional issues and ensures access to professional counseling, regardless of income or ability to pay. CDBG funds would provide 80 more hours of counseling for an estimated 30 more clients seeking care. All 2016 funds have been expended.	
<b>9 Services</b>	Marillac Clinic	Purchase Dental Diagnostic Equipment	\$10,685	\$10,685	\$19,832	\$17,435	Marillac Clinic offers low to middle income uninsured or under-insured residents affordable health care including medical, dental, mental, optical care and discounted medication assistance. Expect to serve 1250 more patients in coming year. Amount of request based on % of city residents served (38%). All 2016 funds expended.	
<b>Total Services Request</b>			<b>\$84,885</b>				<b>Services Project Cap (15%) Based on Estimated 2017 Funds - \$56,250</b>	
<b>10 Facility</b>	Hilltop Community Resources, Inc.	Hilltop Resource Center Lighting Upgrade	\$9,320	\$6,000	\$0	\$3,105	CDBG funds to upgrade lights at the Resource Center at 1105 and 1129 Colorado Ave to improve workspace and client areas and provide long-term energy efficiency for the building. Not an eligible CDBG expenditure.	
<b>11 Facility</b>	Grand Valley Catholic Outreach	Outreach Day Center Renovation	\$200,000	\$200,000	\$0	\$870,230	Remodel existing Outreach Day Center at 302 Pitkin Ave. Need Site Plan Review / Planning and Building approval. Entire project will be subject to Federal wage rates. There may be some rehabilitation items that are not CDBG-eligible.	
<b>12 Housing Fees</b>	Habitat for Humanity of Mesa County	New Housing Development Fees	\$32,876	\$32,876	\$0	\$294,208	CDBG funds would be used to pay tap fees, permits and clearance for 2 new homes to be constructed by Habitat for Humanity. HUD has determined that development fees are not an eligible CDBG expenditure.	
<b>13 Housing Rehab</b>	Housing Resources of Western Colorado	Critical Home Repair Program	\$22,500	\$22,500	\$7,750 for rehab of 2 units at the Phoenix Apartments	\$10,000	Critical home repairs for income-qualified households in City limits. Goal is to serve 100 homes in total program, 65 in City limits. 40 repairs were done with same 2015 CDBG amount. Grant request is the same but the goal is to obtain additional matching funds to be able to increase the number of households served in the City.	
<b>14 Housing Purchase</b>	Karis, Inc.	Purchase the Fourth House	\$80,000	\$1	\$50,000 for Acquisition of the Zoe House	\$70,000	Acquire the Fourth House (a basement unit in 362 Main Street) which is a drop-in center for homeless unaccompanied youth that provides showers, meals, clothing, laundry, addiction counseling, art groups, access to computers and crisis and employment services. Currently serve 142 youth since last fall. Condominium would need to be further subdivided in order to purchase just the basement and all building and fire code requirements for the remodel and subdivision would need to be met. 2016 CDBG grant has not been expended but expect to close on the property by Fall 2017.	
<b>SUBTOTAL NON-CITY CAPITAL REQUESTS</b>			<b>\$344,696</b>					
	<b>AGENCY</b>	<b>PROJECT TITLE</b>	<b>GRANT REQUEST</b>	<b>MIN REQUEST</b>	<b>2016 FUNDING</b>	<b>FUNDING LEVERAGE</b>	<b>PROJECT INFORMATION/COMMENTS</b>	<b>COUNCIL RECOMMENDATION</b>

<b>15 Public</b>	City of Grand Junction Parks and Recreation	Riverside Park Improvements 1) Close Riverside Park Dr/Convert to Trail - \$75,427 2) Concrete Path around Park - \$5,556 3) Split Rail Fence Along Alley East Side of Park - \$800 4) Concrete barriers at Fairview Ave (if street closed) - \$22,000	\$103,782		\$0	Potential GoCo Grant of 10 x City Match	CDBG funds used for initial park improvements as listed. Low-mod income area benefit	
<b>16 Public</b>	City of Grand Junction Public Works	Bookcliff Middle School/Community Center Pedestrian Improvements	\$42,000	\$42,000	2 SRTS projects funded total \$135,000	\$18,000 from Mesa County	Construct 375 feet of missing curb, gutter and sidewalk including 3 accessible ramps and 2 crosswalks. Highest Priority for Urban Trails Committee. City can only fund 70% of project due to number of persons in service area not in City limits.	
<b>17 Public</b>	City of Grand Junction Public Works	Nisley Elementary Safe Routes to School	\$80,000	\$80,000	2 SRTS projects funded total \$135,000		Construct 550 feet of missing curb, gutter and sidewalk along Orchard Avenue from Melody Lane to 29 Road. Second Priority for Urban Trails Committee. Will provide safer pedestrian route from 29 Road housing areas within the Nisley Elementary attendance area (e.g. Pathways Village).	
<b>SUBTOTAL CITY CAPITAL REQUESTS</b>			<b>\$225,782</b>					<b>\$0</b>

**TOTAL REQUESTS**

**\$655,363**

**CITY OF GRAND JUNCTION  
2017 CDBG PROGRAM YEAR SCHEDULE**

Thursday February 9	APPLICATION WORKSHOP 2017 CDBG Program Year Grant Applications Available
Wednesday March 15	DEADLINE for Grant Applications
March 16 – April 7	STAFF REVIEW of Applications
By April 21	STAFF REPORT for Council Workshop
Monday May 1	CITY COUNCIL WORKSHOP Review 2017 CDBG Applications and make recommendations on which projects to fund for 2017
Wednesday May 17	CITY COUNCIL PUBLIC HEARING City Council reviews workshop recommendations and makes decision on which projects to fund for 2017 Program Year
June 2 – July 3	30-Day PUBLIC REVIEW of 2017 Annual Action Plan
Wednesday July 5	CITY COUNCIL PUBLIC HEARING Final acceptance 2017 Annual Action Plan recommended by Council at May meeting
By July 15	SUBMIT 2017 Annual Action Plan to HUD. 45-day review period required
August 31	RECEIVE HUD APPROVAL
September 1	BEGIN 2017 Program Year BEGIN CONTRACTS WITH SUBRECIPIENTS

## **CDBG PROJECTS BY PROGRAM YEAR 1996-2016**

### **1996 PROGRAM YEAR – All Projects Completed**

- Habitat for Humanity Property Acquisition - \$80,000
- Catholic Outreach Homeless Day Center - \$30,000
- Program Administration - \$44,000
- GJHA Lincoln Apartments Property Acquisition - \$330,000

### **1997 PROGRAM YEAR – All Projects Completed**

- Catholic Outreach Homeless Day Center - \$10,000
- Marillac Clinic Elevator and Program Costs - \$90,000
- South Avenue Reconstruction - \$330,000
- Program Administration - \$47,000

### **1998 PROGRAM YEAR – All Projects Completed**

- Catholic Outreach Homeless Day Center - \$17,131
- Colorado West Mental Health Transitional Living Center - \$25,000
- Salvation Army Hope House Shelter - \$25,000
- Mesa Developmental Services Group Home Rehabilitation - \$200,000
- Elm Avenue Sidewalk - \$157,869
- Program Administration - \$44,000

### **1999 PROGRAM YEAR – All Projects Completed**

- GJHA Homeless Shelter Acquisition - \$205,000
- Catholic Outreach Homeless Day Center - \$16,000
- Salvation Army Hope House Shelter - \$25,000
- Riverside Drainage Improvements - \$200,000
- Program Administration - \$26,000

### **2000 PROGRAM YEAR – All Projects Completed**

- Catholic Outreach Day Center Acquisition - \$130,000
- Energy Office Linden Building Rehabilitation - \$55,000
- Riverside Drainage Improvements - \$200,000
- Head Start Classroom/Family Center - \$104,000

### **2001 PROGRAM YEAR – All Projects Completed**

- The Energy Office – Housing Acquisition - \$200,000
- Catholic Outreach Transitional Housing services - \$10,000
- Marillac Clinic Dental Expansion - \$200,000
- Mesa County Partners Activity Center Parking/Landscaping - \$15,000
- Mesa Developmental Services Group Home Improvements - \$40,000

### **2002 Program Year – All Projects Completed**

- Catholic Outreach Soup Kitchen Remodel - \$50,000
- Western Region Alternative to Placement Program Costs - \$10,000
- Homeward Bound Bunk Beds for Homeless Shelter - \$10,000
- Western Slope Center For Children Remodel - \$101,280
- GJHA Affordable Housing Pre-development/ costs - \$41,720



- Bass Street Drainage Improvements \$205,833
- Program Administration - \$50,000

### **2003 Program Year – All Projects Completed**

- Riverside School Historic Structure Assessment - \$4,000
- Riverside School Roof Repair - \$15,000
- Center For Independence Purchase 4-passenger Accessible Van - \$20,000
- Western Region Alternative to Placement Program Costs - \$7,500
- The Tree House Teen Bistro Rehabilitation and Americorp Volunteer - \$20,000
- Gray Gourmet Program - \$5,050
- Foster Grand Parents Program - \$5,000
- Senior Companion Program - \$5,000
- GJHA Linden Pointe Infrastructure - \$335,450

### **2004 Program Year – All Projects Completed**

- Program Administration - \$20,000
- Five-Year Analysis of Impediments to Fair Housing Study - \$15,000
- Gray Gourmet Program - \$10,000
- Foster Grand Parents Program - \$7,000
- Senior Companion Program - \$8,000
- Radio Reading Services of the Rockies - \$4,500
- Mesa County Health Dept Purchase Equipment - \$5,000
- Riverside School Roof Repair/Rehabilitation - \$47,650
- Senior Center Masterplan Study – \$20,000
- Hilltop Community Resources Energy Improvements - \$50,000
- Housing Resources Permanent Supportive Housing - \$50,000
- Hope Haven Roof Replacement - \$7,500
- Riverside Sidewalk Improvements - \$50,000
- Grand Avenue Sidewalk Improvements - \$60,000

### **2005 Program Year – All Projects Completed**

- Program Administration \$25,000
- Salvation Army Adult Rehab Program - \$25,000
- Mesa County Partners Purchase 12-passenger Van - \$15,000
- GJHA Bookcliff Property Acquisition - \$127,500
- Housing Resources Install Handicap Lift at 8-plex for Homeless Veterans - \$30,000
- Ouray Avenue Storm Drain Enlargement - \$172,644

### **2006 Program Year – All Projects Completed**

- Program Administration - \$69,656
- GJHA Village Park Property Acquisition - \$178,630
- Orchard Mesa Drainage Improvements - \$100,000

### **2007 Program Year – All Projects Completed**

- Program Administration - \$4,808
- Audio Information Network of Colorado - \$4,500
- Center for Enriched Communication - \$7,181
- Gray Gourmet Program - \$20,500

- Foster Grandparent Program - \$10,000
- Senior Companion Program - \$10,000
- Hilltop Daycare/Family Center Remodel - \$24,547
- Homeless Shelter Screen Wall - \$40,000

### **2008 Program Year – All Projects Completed**

- Senior Multiuse Campus Study - \$80,000
- Riverside Educational Center – Americorps Personnel - \$5,000
- Gray Gourmet Program - \$20,500
- Riverside Task Force Acquisition - \$220,900
- Partners W CO Conservation Corps Acquisition - \$100,000
- Center for Independence Vocational Center Remodel - \$9,500
- Melrose Park Restroom Replacement - \$108,201

### **2009 Program Year – All Projects Completed**

- CDBG Program Administration - \$30,000
- HomewardBound Van Purchase - \$21,071
- Senior Companion Program - \$12,000
- GJHA Walnut Park Apartments - \$100,000
- Riverside Task Force Acquisition/Clearance - \$105,574
- MDS Group Home Remodel - \$40,000
- HRWC Garden Village Learning Center - \$120,000
- W Slope Center for Children Main Program Building Remodel - \$65,000
- Dual Immersion Academy Slope Stabilization/Landscaping - \$56,714

### **2010 Program Year – All Projects Completed**

- CDBG Program Administration - \$60,000
- Gray Gourmet Program - \$20,500
- Foster Grandparent Program - \$12,000
- Partners Western CO Conservation Corps Van Purchase - \$17,000
- Counseling and Education Center - \$6,682
- Hawthorne Park Restroom Replacement - \$140,000
- HomewardBound Shelter Repairs and Improvements - \$6,000
- Center for Independence Energy Improvements - \$34,100
- Grand Valley Catholic Outreach Soup Kitchen Remodel - \$88,725

### **2011 Program Year – All Projects Completed**

- CDBG Program Administration - \$30,000
- Grand Valley Catholic Outreach St. Martin Place - \$50,000
- BIC Downtown Economic Gardening - \$47,600
- GJHA Courtyard Apartments Remodel - \$101,205
- MDS Group Home Remodel - \$9,924
- Homeless Shelter Bathroom Remodel - \$30,000
- Center for Independence Kitchen Remodel - \$30,475
- Strong Families, Safe Kids Parenting Place Remodel - \$9,371
- St. Mary's Senior Companion Program - \$8,000
- St. Mary's Foster Grandparent Program - \$10,000

### **2012 Program Year – All Projects Completed**

- CDBG Program Administration - \$5,000
- St. Mary's Foster Grandparent Program - \$10,000
- St. Mary's Senior Companion Program - \$8,000
- St. Mary's Gray Gourmet Program - \$11,125
- CEC Low Income Counseling Services - \$7,000
- Karis The House Acquisition - \$85,000
- Homeless Shelter Acquisition - \$109,971
- GVCO T-House Rehabilitation - \$12,638
- MDS Program Office Remodel - \$25,000
- Strong Families, Safe Kids Parenting Place Rehabilitation - \$14,080
- Gray Gourmet Kitchen Remodel - \$5,500
- 6<sup>th</sup> Street Sewer Realignment - \$27,500
- 6<sup>th</sup> Street Pedestrian Safety/Parking Improvements - \$60,536
- North Avenue Accessibility Improvements - \$25,000

### **2013 Program Year – All Projects Completed**

- CDBG Program Administration - \$43,000
- St. Mary's Foster Grandparent Program - \$10,000
- St. Mary's Senior Companion Program - \$8,000
- Marillac Clinic Homeless Services - \$10,000
- CEC Low Income Counseling Services - \$7,000
- GANG Afterschool Tutoring/Enrichment - \$3,300
- Hospice Teen Grief Program - \$7,242
- Marillac Clinic Dental Equipment - \$23,190
- STRIVE Parenting Place Rehabilitation - \$20,000
- Head Start Facilities Security Upgrade - \$28,050 (partially withdrawn, funds reallocated with 2016)
- Hilltop Opportunity Center Rehabilitation - \$86,840
- Partners Van Purchase - \$15,000
- Nisley Neighborhood Sidewalks - \$112,647

### **2014 Program Year – All Projects Completed**

- CDBG Program Administration - \$43,000
- Senior Companion Program - \$10,000
- Counseling and Education Center - \$3,000
- Hilltop Latimer House - \$10,320
- Mind Springs Health Hospital Improvements - \$31,164
- Salvation Army Kitchen Rehabilitation - \$25,000
- GJHA Walnut Park Apartments Rehabilitation - \$50,000
- Homeless Shelter Improvements - \$1,500
- B-1/2 Road Sidewalk - \$137,179

### **2015 Program Year – All Projects Completed**

- CDBG Program Administration - \$43,000
- STRIVE Diagnostic Clinic - \$4,500

- Western CO Suicide Prevention Bridges Program - \$8,860 (\$7,300 not expended, reallocate with 2017)
- Gray Gourmet Program - \$9,950
- Foster Grandparent Program - \$8,998
- Karis Asset House Improvements - \$10,200
- Housing Resources Emergency Home Repair Program - \$22,500
- Homeless Shelter HVAC Improvements - \$28,293
- GVCO Transitional Housing Rehabilitation - \$4,000
- STRiVE Group Home HVAC Replacement - \$27,210
- Partners Office Safety Improvements - \$27,500 (\$3,703 not expended, reallocate with 2017)
- Orchard Avenue Elementary Safe Routes to School - \$43,129
- Westlake Park Neighborhood Pedestrian Improvements - \$116,200 (\$2,367 not expended, reallocate with 2017)

### **2016 Program Year**

- CDBG Program Administration - \$43,000 (63% expended)
- HopeWest PACE Center Therapy Equipment - \$10,000 (no expenditure)
- Marillac Clinic Replace Two Dental Operatories - \$19,832 (completed)
- Western Colorado Suicide Prevention Public Outreach - \$5,874 (no expenditure)
- Senior Companion Program - \$8,000 (80% expended)
- Foster Grandparent Program - \$8,000 (33% expended)
- Counseling and Education Center Low Income Counseling - \$6,000 (completed)
- Center for Independence Accessible Riser - \$18,750 (no expenditure)
- Phoenix Project – Rehabilitate Two Housing Units - \$7,750 (no expenditure)
- HopeWest PACE Center – Kitchen Equipment - \$28,000 (no expenditure)
- GJHA Nellie Bechtel Housing Rehabilitation - \$75,000 (76% expended)
- Karis, Inc. Zoe House Acquisition - \$50,000 (no expenditure)
- Nisley Elementary School Safe Routes to School - \$90,000 (underway)
- El Poso Neighborhood Pedestrian Improvements - \$45,000 (underway)
- Downtown Senior Recreation Center Rehabilitation - \$87,373 (underway)



## 2016 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Please submit electronically only one (1) copy along with a scanned copy of each attachment to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org) no later than 4:00pm on Wednesday, March 23, 2016.

### APPLICANT BACKGROUND

1. Organization Name:

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2. Organization Address:

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3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

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4. Organization or Parent Organization EIN/TIN Number (required):

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5. Primary Contact Person:

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Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.
  
  
  
  
  
  
  
  
  
  
12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

### **FUNDING REQUEST SUMMARY**

1. Project Name: \_\_\_\_\_
2. Project Address/Location: \_\_\_\_\_
3. Amount of CDBG funds requested for the project:                   \$ \_\_\_\_\_
4. Funding leveraged from other sources for this project:           \$ \_\_\_\_\_
5. Total Project Budget:   \$ \_\_\_\_\_
6. Minimum amount of CDBG funding to benefit your project: \$ \_\_\_\_\_

### **PROJECT ELIGIBILITY**

1. Which CDBG national objective does this project meet?
  - Benefits low/moderate income individuals/households
  - Addresses the prevention or elimination of slums or blight
  - Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Human Service Project, is the service:  New or  On-going?



4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period)

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?
2. **Persons Served by Project.** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction**. What percentage of total persons served by your organization live within the City limits?
3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?                      Yes                      No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.



## 2016 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 23, 2016**. Please send one copy along with a scanned copy of each attachment to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org) also no later than 4:00pm on Wednesday, March 23, 2016. The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). **Attach only to original.** Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act. Funds will not be released to agencies who do not comply with this Act in a reasonable and timely fashion.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



**2016 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_





**2017 GRANT APPLICATION  
Community Development Block Grant  
(CDBG) Program**

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

**APPLICANT BACKGROUND**

1. Organization Name:  
Homeward Bound of the Grand Valley, Inc.

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2. Organization Address:  
2853 North Avenue, Grand Junction, Colorado 81501

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3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*  
141095500

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4. Organization or Parent Organization EIN/TIN Number (required):  
260052916

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5. Primary Contact Person:  
Paul Harshman (Grant Coordinator)

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Phone: (970) 256-9424 FAX: 

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Email: [pharshman@hbgv.org](mailto:pharshman@hbgv.org)

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6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

HBGV provides year-round overnight emergency shelter for up to 180 individuals (with the Emergency Overflow Program) nightly. We are the only year round emergency shelter within a 200 mile radius serving women and children not in domestic violence and one of only two serving men in the same area. We typically serve 126 single men, 54 single women, and from 8 - 12 families on any night. For the FY 2015-16 we also placed 44 families in our transitional housing program, as well as placing 92 residents in our Pathways Village permanent housing facility. Out of 1,358 individuals served during FY 2015-16, 23% were veterans. We offer nutritious meals, bedding, hot showers, and community outreach opportunities, and a path to self-sufficiency. We offer a safe and respectful environment that protects men, women and children from the elements, thus preventing illness and death.

10. Which describes your organization (check all that apply)?

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                                  |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency                          |
| <input type="checkbox"/> Faith based                                 | <input checked="" type="checkbox"/> Public Service /Human Services Provider |
| <input checked="" type="checkbox"/> Public Organization              | <input type="checkbox"/> Other _____  |



11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

Yes - HBGV received \$28,293.00 in 2015 for replacement of HVAC at the homeless shelter. In 2014 received \$1,500.00 for shelter rehab, and in 2013 received \$109,971 for property acquisition. All previous awards have been used.

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

No

### FUNDING REQUEST SUMMARY

1. Project Name: Emergency Shelter for the Homeless
2. Project Address/Location: 2853 North Avenue, Grand Junction, CO. 81501
3. Amount of CDBG funds requested for the project: \$ 15,000.00
4. Funding leveraged from other sources for this project: \$ 10,000.00
5. Total Project Budget: \$ 25,000.00
6. Minimum amount of CDBG funding to benefit your project: \$ 500.00

### PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

- Need for Non-Housing Community Development Infrastructure
- Need for Affordable Housing
- Needs of the Homeless or Special Needs Populations
- Other Human Service Needs
- Economic Opportunities

### SPECIFIC PROJECT INFORMATION

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

HBGV provides year-round overnight emergency shelter for up to 180 individuals (with the Emergency Overflow Program) nightly. As we typically serve 126 single men, 54 single women, and from 8 - 12 families on any night, we provided 116,207 nutritious meals for breakfast and dinners. The trend of the number of guests continues to increase, specifically, by 30% over the last five years, while grant funding has remained the same. Funding from this grant will be used to fill the increasing gap between our present grant patterns and the increase of meals required to meet the need.

2. **Project Type.** Which of the following categories best describes your project? (select only one)

- Public or human service
- Capital construction, building rehabilitation or public facility improvement
- Home ownership activities
- Housing rehabilitation
- Economic development assistance
- Planning or predevelopment costs
- Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

As mentioned previously, HBGV provided 116,207 nutritious meals for breakfast and dinners in FY 2015-16. The trend of the number of guests requiring meals continues to increase, specifically, by 30% over the last five years, while grant funding has remained the same. We project the cost of meeting the increasing need for meals is \$25,000.00. CDBG funding will serve to meet this funding gap.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

According to the Most recent 2015 study by the Colorado Coalition for the Homeless, Mesa County had 507 homeless individuals. Our emergency shelter served over 1,358 individuals in FYE 9/30/16, including over 24 others in our 2,534 bed-nights in our Winter Overflow Program. We have grown from 29,149 just two years ago, to 53,982 bed-nights of shelter last year. We served 81 families in our emergency shelter. We also provided 116,207 nutritious meals for breakfast and dinner.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
Food (Meals)	\$ 15,000.00	CDBG	Pending
Food (Meals)	\$ 10,000.00	ESG	Awarded
<b>Total Budget</b>	<b>\$ 25,000.00</b>		

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: ~~10/1/17~~ 10/1/16                      Completion Date: ~~09/30/2018~~ 9/30/17

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

Regarding full general operations, we received \$241,117 from grants, with additional contributions from miscellaneous fund raising activities totaling \$28,336. Our community of individuals, businesses, and faith-based organizations further contributed \$412,972. 1503 community volunteers have contributed a total of 19,172 hours in support of shelter.

## BENEFICIARY INFORMATION

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

1358 individuals were served in the past year, trends imply that we expect 1350 will need our shelter services in the coming year. However, our meals are provided to any hungry mouths needing the meals, regardless of whether they choose to stay in the shelter.

2. **Persons Served by Project.** What percentage of total persons served by your organization live within the City limits? Provide an estimate of the number of persons who will benefit from the specific project that live within the City limits of Grand Junction.

All our homeless clients present at our facility located within the city limits of Grand Junction.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?  Yes  No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

N/A





**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS**

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable)].
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**

**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST City: GRAND JUNCTION ZIP Code: 81501-2628	State/Province: COLORADO Country: UNITED STATES	



HOMERARDSOUND OF THE GRAND VALLEY  
\* EXECUTIVE DIRECTOR  
2853 NORTH AVE  
GRAND JCT CO 81501-5040

Employer Identification Number: 26-0052916  
Person to Contact: B. HALL  
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Feb. 21, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in MAY 2002.

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

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

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



**HOMewardBOUND OF THE  
GRAND VALLEY, INC.**

**FINANCIAL STATEMENTS**

**FOR THE YEARS ENDED**

**SEPTEMBER 30, 2015**

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**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**STATEMENT OF FINANCIAL POSITION  
SEPTEMBER 30, 2015**

**ASSETS**

**CURRENT ASSETS**

Cash and Cash Equivalents	\$ 7,283
Restricted Cash and Cash Equivalents	52,791
Grants Receivable	19,131

**TOTAL CURRENT ASSETS** 79,205

**PROPERTY AND EQUIPMENT**

Building	1,304,861
Equipment	67,102
Construction in Progress	162,048
Less: Accumulated Depreciation	<u>(257,001)</u>

**NET PROPERTY AND EQUIPMENT** 1,277,010

**OTHER ASSETS**

Investment-Phoenix, LLP	<u>222,189</u>
-------------------------	----------------

**TOTAL ASSETS** \$ 1,578,404

**LIABILITIES AND NET ASSETS**

**CURRENT LIABILITIES**

Bank Overdraft	3,780
Accounts Payable	9,604
Accrued Expenses	24,969

**TOTAL CURRENT LIABILITIES** 38,353

**LONG-TERM LIABILITIES**

Deferred Revenue - Deed Restriction	<u>328,000</u>
-------------------------------------	----------------

**TOTAL LIABILITIES** 366,353

**NET ASSETS**

Unrestricted	989,862
Temporarily Restricted	222,189

**TOTAL NET ASSETS** 1,212,051

**TOTAL LIABILITIES AND NET ASSETS** \$ 1,578,404

**HOMEWARDBOUND OF THE GRAND VALLEY, INC.**

**STATEMENT OF ACTIVITIES  
FOR THE YEARS ENDED  
SEPTEMBER 30, 2015**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<b>REVENUES AND OTHER SUPPORT</b>			
Grants and Contracts from			
Governmental Agencies	\$ 143,969	\$ 94,999	\$ 238,968
Other Grants and Contracts	157,071	112,506	269,577
Donations	433,265	1,110	434,375
Fees for Services	18,345	0	18,345
Interest Income	69	0	69
Fundraising	16,304	0	16,304
Other Income	13,519	0	13,519
Gain (Loss) on Investment	(11,808)	0	(11,808)
Net Assets Released from Restrictions:			
Satisfaction of Program Restrictions	220,423	(220,423)	0
<b>TOTAL REVENUES &amp; OTHER SUPPORT</b>	<u>991,157</u>	<u>(11,808)</u>	<u>979,349</u>
<b>EXPENSES</b>			
Program Services			
Community Shelter Program	806,713	0	806,713
Supporting Services			
Management and General	97,655	0	97,655
Fundraising	41,914	0	41,914
<b>TOTAL EXPENSES</b>	<u>946,282</u>	<u>0</u>	<u>946,282</u>
<b>CHANGE IN NET ASSETS</b>	44,875	(11,808)	33,067
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>944,987</u>	<u>233,997</u>	<u>1,178,984</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 989,862</u>	<u>\$ 222,189</u>	<u>\$ 1,212,051</u>



**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**STATEMENT OF CASH FLOWS  
FOR THE YEARS ENDED  
SEPTEMBER 30, 2015**

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Change in Net Assets	\$ 33,067
Adjustments to Reconcile Change in Net Assets to Net Cash Used by Operating Activities:	
Depreciation	38,470
Loss on Investment	11,808
Deferred Revenue	(8,000)
(Increase) Decrease in Accounts Receivable	(1,471)
Increase (Decrease) in Accounts Payable	(45,705)
Increase (Decrease) in Accrued Expenses	1,576
<b>NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>	<b>29,745</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>	
Purchase of Equipment	(48,489)
<b>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(18,744)</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>	<b>75,038</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 56,294</b>
<b>SUPPLEMENTAL DISCLOSURE</b>	
Interest Paid	\$ 0
Income Tax Paid	\$ 0
Non-Cash Investment: Donated Equipment	\$ 0
<b>CASH AND CASH EQUIVALENTS SHOWN IN BALANCE SHEET</b>	
Cash and Cash Equivalents	\$ 7,283
Restricted Cash and Cash Equivalents	52,791
Bank Overdraft	(3,780)
	<b>\$ 56,294</b>

**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2015**

***NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES***

The accounting policies of HomewardBound of the Grand Valley, Inc. (the Organization), conform to accounting principles generally accepted in the United States of America (US GAAP) as applicable to non-profit entities. The following is a summary of the more significant policies consistently applies in the preparation of financial statements.

**Organization**

HomewardBound of the Grand Valley, Inc. is a nonprofit organization, incorporated in 2002 under the laws of the State of Colorado for the purpose of providing safe shelter, critical housing and compassionate services for individuals and families who are homeless in Mesa County, Colorado. The Organization provides a variety of services including: shelter, hunger relief, and through the Family Transitional Program, case management services, transportation and education assistance, accountability and rental subsidies to families working out of homeless towards self-sufficiency. Case Management and Supportive Services are also offered to veterans through the Veteran's Administration Per Diem Program and the Phoenix Project.

**Display of Net Assets by Class**

The net assets of the Organization are reported in each of the following three classes: (a) unrestricted net assets, (b) temporarily restricted net assets, and (c) permanently restricted net assets.

Net assets of the two restricted classes are created only by donor-imposed restrictions on their use. All other net assets, including board-designated or appropriated amounts, are legally unrestricted, and are reported as part of the unrestricted class.

The Organization currently has unrestricted and temporarily restricted net assets and no permanently restricted net assets.

**Cash and Cash Equivalents**

For purpose of the statement of cash flows, the Organization considers all highly liquid debt instruments with an initial maturity of three months or less to be cash equivalents.

**Restricted Cash**

Restricted cash includes funds restricted by Board of Directors to be maintained in a money market account and not to be spent without Board approval.



## **HOMewardBOUND OF THE GRAND VALLEY, INC.**

### **NOTES TO FINANCIAL STATEMENTS - *Continued* SEPTEMBER 30, 2015**

#### **Support and Revenue**

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

The Organization reports gifts of land, buildings, and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, and would typically need to be purchased if not provided by donation, are recorded at the fair values in the period received.

A substantial number of unpaid volunteers have made significant contributions of their time in conjunction with the organization's programs and services. The value of these contributions is not included in these financial statements since they are not susceptible to objective measurement.

#### **Accounts Receivable**

Accounts receivable are stated at unpaid balances. The Organization does not charge interest on the unpaid balances. Management of the Organization considers accounts receivable to be fully collectible; accordingly, no allowance for doubtful accounts is required. If amounts become uncollectible, they will be charged to operations when that determination is made.

#### **Property and Equipment**

The Organization capitalizes expenditures for equipment in excess of \$500. Property and equipment is valued at cost except for donated property and equipment, which is valued at fair market value at the time of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets which are 5-10 years for equipment, and 15-50 years for building and building improvements. Construction in progress is not being depreciated as of September 30, 2015.

**HOMEWARDBOUND OF THE GRAND VALLEY, INC.**

**NOTES TO FINANCIAL STATEMENTS - *Continued***  
**SEPTEMBER 30, 2015**

**Income Taxes**

The corporation is a non-profit corporation exempt from income taxes under Section 501(c) (3) of the Internal Revenue Code and applicable state law.

The accounting standard on accounting for uncertainty in income taxes addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Under that guidance, the Organization may recognize the tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities based on the technical merits of the position. Examples of tax positions include the tax-exempt status of the Organization and various positions related to the potential sources of unrelated business taxable income (UBIT). The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50% likelihood of being realized upon ultimate settlement. There were no unrecognized tax benefits identified or recorded as liabilities for fiscal year 2015.

The Organization is no longer subject to IRS tax examinations by tax authorities for years before 2011.

**Functional Allocation of Expenses**

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activity. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

***NOTE 2 - CONCENTRATION OF CREDIT RISK***

The Organization maintains its cash balances in three financial institutions. None of the balances exceeded Federal Deposit Insurance Corporation insurance as of September 30, 2015. Throughout any given fiscal year the Organization's deposits at the financial institutions may, at times, exceed FDIC insurance limits. Management believes that the Organization's deposits are not subject to significant credit risk.



**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**NOTES TO FINANCIAL STATEMENTS - *Continued***  
**SEPTEMBER 30, 2015**

**NOTE 3 - INVESTMENTS**

The Organization accounts for limited liability partnership (Phoenix, LLP) interest investment by the equity method. Phoenix, LLP's audited financial statements showed the following balances at June 30, 2015:

Total Assets	<u>\$ 460,848</u>
Total Liabilities	<u>\$ 7,402</u>
Partners' Capital	<u>\$ 453,446</u>
Total Revenues	38,082
Total Expenses	<u>56,624</u>
Net Loss	<u>\$ (18,542)</u>

**NOTE 4 - RELATED PARTY TRANSACTION**

The Organization provides case management to Phoenix, LLP, whose 49% interest is owned by the Organization. The case management fees for the year ended September 30, 2015 was \$13,000.

**NOTE 5 - TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets are available for the following purposes or periods:

Phoenix Project – Transitional Housing for Veterans (This amount is reflected in Balance Sheet as Other Asset)	<u>\$222,189</u>
Total	<u>\$222,189</u>

**NOTE 6 - BUILDING PURCHASE**

The Organization purchased the building where they were renting in August of 2006 for \$30,000 from a local Housing Authority. The fair market value of the building is estimated to be approximately \$959,000. The deed has a restriction for 50 years from the date of purchase that the Organization cannot use the building for anything except as a homeless shelter. The deed also stipulates that if the Organization were to change the use of the building, the Organization must pay \$400,000 to the Housing Authority, depending on the amortized value. The \$400,000 balance is being amortized annually over 50 years from the date of closing. The unamortized balance at September 30, 2015 is \$328,000 and it is presented on the statement of financial position as deferred revenue.

**HOMEWARDBOUND OF THE GRAND VALLEY, INC.**

**NOTES TO FINANCIAL STATEMENTS - *Continued***  
**SEPTEMBER 30, 2015**

**NOTE 7 - DONATED SERVICES**

The Organization received donated professional services during the year ended September 30, 2015 as follows:

<u>Description</u>	<u>2015</u>
Laundry Services	\$ 47,420
Payroll Services	877
Legal and Accounting Services	1,462

These amounts are included in donation revenue and expenses on the statement of activities.

**NOTE 8 - VOLUNTEER HOURS**

The Organization depends on volunteers throughout the year to operate the shelter. The services provided by these volunteers are considered unskilled and cannot be recorded as revenues and expenses in the financial statements. During the year ended September 30, 2015 the following services were provided by the volunteers as the shelter along with the estimated dollar value assigned to these tasks:

	<u>Hours</u>	<u>Estimated Hourly Rate</u>	<u>Estimated Value</u>
Meal Preparation Hours	Xxxxx	8	\$xxxxx
Community Services, Cleaning	Xxxx	8	xxxxx
Board of Directors Volunteers Hours	xxxx	8	xxxxx

**NOTE 9 - ADVERTISING COSTS**

The Organization uses advertising to promote its programs among the audiences it serves. Advertising costs are expensed as incurred. Advertising expense for the year ended September 30, 2015 was \$269.

**NOTE 10 - FAIR VALUE OF FINANCIAL INSTRUMENTS**

GAAP requires disclosure of an estimate of fair value of certain financial instruments. The Organization's significant financial instruments are cash, accounts receivable and other short-term assets and liabilities. For these financial instruments, carrying values approximate fair value.

**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**NOTES TO FINANCIAL STATEMENTS - *Continued***  
**SEPTEMBER 30, 2015**

***NOTE 11 – SUBSEQUENT EVENTS***

Management has evaluated potential subsequent event disclosures through May xx, 2016 which is the date the financial statements were available to be issued. There were no additional subsequent events identified that require disclosure.

DRAFT

**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**STATEMENT OF FUNCTIONAL EXPENSES  
FOR THE YEARS ENDED  
SEPTEMBER 30, 2015**

	<b><u>Community Transit Program</u></b>	<b><u>Management and General</u></b>	<b><u>Fund- raising</u></b>	<b><u>Total Expenses</u></b>
SALARIES	\$ 300,761	\$ 49,817	\$ 9,331	\$ 359,909
PAYROLL TAXES	30,273	5,014	939	36,226
EMPLOYEE BENEFITS	8,553	1,417	265	10,235
	<u>339,587</u>	<u>56,248</u>	<u>10,535</u>	<u>406,370</u>
ADVERTISING	0	269	0	269
BAD DEBT	0	203	0	203
CLIENT SUPPORT	102,362	0	0	102,362
DEPRECIATION	34,431	3,193	846	38,470
DUES AND SUBSCRIPTIONS	0	2,248	0	2,248
FOODS	190,726	0	0	190,726
INSURANCE	11,364	1,054	279	12,697
LAUNDRY	47,420	0	0	47,420
MISCELLANEOUS	352	9,798	0	10,150
OCCUPANCY	42,077	3,902	1,034	47,013
OFFICE EXPENSE	398	6,258	24	6,680
PROFESSIONAL FEES	20,584	1,909	506	22,999
REPAIRS AND MAINTENANCE	10,782	1,000	265	12,047
SUPPLIES	0	9,840	28,315	38,155
TELEPHONE	4,461	414	110	4,985
TRAINING	0	359	0	359
TRAVEL	2,169	960	0	3,129
TOTAL EXPENSES	<u>\$ 806,713</u>	<u>\$ 97,655</u>	<u>\$ 41,914</u>	<u>\$ 946,282</u>



**HOMewardBOUND OF THE GRAND VALLEY, INC.**

**SCHEDULE OF REVENUES AND EXPENSES - BUDGET TO ACTUAL (UNAUDITED)  
FOR THE YEAR ENDED  
SEPTEMBER 30, 2015**

	<u>Budget</u>	<u>Actual</u>	<b>Variance Positive (Negative)</b>
<b>REVENUES AND OTHER SUPPORT</b>			
Program Support			
Emergency Shelter	\$ 89,119	\$ 86,918	\$ (2,201)
Family Transition Program	48,000	64,438	16,438
Veterans Program	20,400	24,618	4,218
Phoenix Project	12,000	13,000	1,000
General Grants and Contributions	148,600	319,572	170,972
Contribution for Capital Improvement	305,000	0	(305,000)
Donations	76,700	130,549	53,849
Fundraiser and Mailers	62,500	16,304	(46,196)
Other Revenues and Sales	34,100	21,732	(12,368)
<b>TOTAL REVENUES &amp; OTHER SUPPORT</b>	<u>796,419</u>	<u>677,131</u>	<u>(119,288)</u>
<b>EXPENSES</b>			
Program Services			
Community Shelter Program	727,918	501,410	226,508
Supporting Services			
Management and General	82,368	97,655	(15,287)
Fundraising	35,353	41,914	(6,561)
<b>TOTAL EXPENSES</b>	<u>845,639</u>	<u>640,979</u>	<u>204,660</u>
<b>NON-CASH REVENUE AND EXPENSES</b>			
Non-Cash Revenues	550,000	302,216	(247,784)
Non-Cash Expenses	(544,005)	(305,301)	238,704
	<u>5,995</u>	<u>(3,085)</u>	<u>(9,080)</u>
<b>CHANGES IN NET ASSETS</b>	<u>(43,225)</u>	<u>33,067</u>	<u>76,292</u>
<b>NET ASSETS AT BEGINNING OF YEAR</b>	<u>925,679</u>	<u>1,178,984</u>	<u>253,305</u>
<b>NET ASSETS AT END OF YEAR</b>	<u>\$ 882,454</u>	<u>\$ 1,212,051</u>	<u>\$ 329,597</u>

**System for Award Management**

**DUNS:** 141095500

**Name:** HOMEWARDBOUND OF THE GRAND VALLEY, INC

**Doing Business As:** GRAND JUNCTION COMMUNITY HOMELESS SHELTER

**Business Type:** Business or Organization

**Last Updated By:** Jade Joyce

**Registration Status:** Active

**Activation Date:** 11/21/2016

**Expiration Date:** 11/21/2017





**Board of Directors**

**BOARD CHAIRMAN**

**Mr. Don Kendall**

HillTop Community Resources  
1331 Hermosa Ave.  
Grand Junction, CO 81506  
(Work) 970-242-4400  
(Cell) 970-210-1348  
[don@htop.org](mailto:don@htop.org)

Term: 3 Years (Serving 2<sup>nd</sup> Term)  
Expires: Jan 2019

**VICE CHAIRMAN**

**Mr. Bill Wade**

Manager Partner  
New Realities Consulting LLC  
330 Shadow Lake Circle  
Grand Junction, CO 81507  
(Home) 970-433-7619  
(Cell) 724-759-4199  
[Wnwade1@gmail.com](mailto:Wnwade1@gmail.com)

Term: 3 Years (Serving 1<sup>st</sup> Term)  
Expires: Jan 2017

**SECRETARY/TREASURER**

**Ms. Sheryl Violet**

Community Bank President  
American Nat'l Bank (ANB)  
2399 F Rd.  
Grand Junction, CO 81505  
(Work) 970-254-1801  
(Fax) 970-241-8262  
[sviolet@anbbank.com](mailto:sviolet@anbbank.com)

Term: 3 Years (Serving 3<sup>rd</sup> Term)  
Expires: Jan 2019

**Mr. Nick Gower**

Attorney  
Hoskins, Farina, & Kampf  
200 Grand Ave., Suite 400  
Grand Junction, CO 81502  
(Work) 970 986-3400 ext 447  
[ngower@hfak.com](mailto:ngower@hfak.com)

Term: 2 Years (Serving 3<sup>rd</sup> Term)  
Expires: Jan 2018

**Dr. Amy Gallagher**

Mind Springs Health  
Grand Junction, CO 81504

[agallagher@wholehealthmanagement.org](mailto:agallagher@wholehealthmanagement.org)

Term: 3 Year (Serving 1<sup>st</sup> Term)  
Expires: Jan 2018

**Ms. Amy Case**

Grand Jet. Housing Authority  
1011 N. 10<sup>th</sup> Street  
Grand Junction, Co 81501  
(Work) 970-245-0388  
(Cell) 970-270-1427

[acase@gjha.org](mailto:acase@gjha.org)

Term: 3 Years (Serving 2<sup>nd</sup> Term)  
Expires: Jan 2019

**Mr. Christopher Steen**

Vice President  
St. Mary's Medical Group  
750 Wellington Ave.  
Grand Junction, CO 81501  
(Work) 970-298-2323

[Christopher.steen@sclhs.net](mailto:Christopher.steen@sclhs.net)

Term: 2 Years (Serving 2<sup>nd</sup> Term)  
Expires: Jan 2018

**Mr. Brian Rusche**

Sr. Planner - City of G.J.  
Public Wks, Utilities & Planning  
250 N. 5<sup>th</sup> Street  
Grand Junction, CO 81501  
(Work) 970-256-4058  
(Cell) 970-683-1521

[brianr@gjcity.org](mailto:brianr@gjcity.org)

Term: 3 Years (Serving 2<sup>nd</sup> Term)  
Expires: Jan 2019

**Ms. Karen Harkin**

Comm. Relationship Manager  
CHFA  
348 Main Street  
Grand Junction, CO 81501  
970-241-9422

[kharkin@chfainfo.com](mailto:kharkin@chfainfo.com)

term: 2 years (Serving 1<sup>st</sup> Term)  
Expires: Jan. 2018

**Mr. Jerry Otero**

National Parks Association  
850 Grand Ave.  
Grand Junction, CO 81501  
(Work) 970-250-9300  
(Home) 970-712-2978

[jotero@NPCA.org](mailto:jotero@NPCA.org)

Term: 1 year (Serving 1<sup>st</sup> Term)  
Expires: Jan. 2017

**Ms. Sara Tourney**

MCDHS  
510 29 1/2 Road  
Grand Junction, Co 81504  
(Work) 970-248-2831  
(Home) 970-640-8966  
[Sara.tourney@mesacounty.us](mailto:Sara.tourney@mesacounty.us)  
Term: 2 years (Serving 1<sup>st</sup> Term)  
Expires: Jan. 2018

**Mr. Jeff Franklin: Emeritus**

Bank President: BOC  
P.O. Box 968  
Grand Junction, Co 81501  
(Work) 970-245-1600 ext. 2005  
(Cell) 970-623-9921  
[Jeff.Franklin@bankofcolorado.com](mailto:Jeff.Franklin@bankofcolorado.com)

**Mr. Adam Clark : Emeritus**

[aclark@mavs.coloradomesa.edu](mailto:aclark@mavs.coloradomesa.edu)

Jan 27	2853 North Ave
Feb 24	2853 North Ave
Mar 23	2853 North Ave
Apr 27	2853 North Ave
May 25	2853 North Ave
Jun 22	2853 North Ave
Jul 27	2853 North Ave
Aug 24	2853 North Ave
Sept 28	2853 North Ave
Oct 25	2853 North Ave
Nov 23	2853 North Ave
Dec 28	2853 North Ave

**Executive Director**

Jade Joyce

[joyce@libey.org](mailto:joyce@libey.org)

2853 North Ave

Grand Junction, CO 81501



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

Western Colorado Suicide Prevention Foundation

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2. Organization Address:

740 Gunnison Avenue, Box 5, Suite 211

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Grand Junction, CO 81501

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3. Organization DUNS Number (Data Universal Number System) (required):

*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*

966245503

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4. Organization or Parent Organization EIN/TIN Number (required):

20-3972058

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5. Primary Contact Person:

Jennifer Clark, Executive Director

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Phone: 970-683-6626 FAX: 970-683-6626

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Email: [jclark@suicidepreventionfoundation.org](mailto:jclark@suicidepreventionfoundation.org)

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6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

The Western Colorado Suicide Prevention Foundation (WCSPF) was founded in 2006 as a 501c3. The organization aims to reduce the rate of suicide through delivering nationally-recognized, evidenced-based suicide prevention and awareness training programs to employers, law enforcement officials, school administrators, parents and community members in the region.

Currently, WCSPF has made the commitment to increase its capacity to reach and train more Mesa County residents and professionals in Applied Suicide Intervention Skills Training (ASIST) and Question, Persuade, Response (QPR).

10. Which describes your organization (check all that apply)?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                       |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency               |
| <input type="checkbox"/> Faith based                                 | <input type="checkbox"/> Public Service /Human Services Provider |
| <input type="checkbox"/> Public Organization                         | <input type="checkbox"/> Other _____                             |


11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

WCSPF has received support for two consecutive years. The current grant (2016) provided funds to hire an intern to develop parent resources and work with schools to reach families in need of support. The prior year's (2015) funds provided youth in crisis with psychiatric care; however, the scope of the partnership changed and remaining funds were returned.

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

N/A

## FUNDING REQUEST SUMMARY

1. Project Name: Outreach Expansion Initiative (Pilot) - Hispanic & LMIH
2. Project Address/Location: Chipeta Elem, East&West MS, Riverside Ed. Ctr & 
3. Amount of CDBG funds requested for the project: \$ 6,800.00
4. Funding leveraged from other sources for this project: \$ 9,000.00
5. Total Project Budget: \$ 15,800.00
6. Minimum amount of CDBG funding to benefit your project: \$ 5,000.00

## PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

- Need for Non-Housing Community Development Infrastructure
- Need for Affordable Housing
- Needs of the Homeless or Special Needs Populations
- Other Human Service Needs
- Economic Opportunities

## SPECIFIC PROJECT INFORMATION

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

WCSPF is aiming to increase its capacity to serve both Hispanic and low-income families living in eligible CDBG regions within Grand Junction. Currently, the organization lacks the ability to reach out to non-English speaking residents and is in need of bilingual support. WCSPF is also increasing its capacity to deliver additional evidenced-based programming. Funds cover the costs associated with training 1 bilingual trainer in ASIST and QPR , and an additional QPR trainer to reach and serve target areas that include: the Riverside Educational Center, Chipeta Elementary, East & West Middle School(s) students, families and staff; and distribute marketing material (in Spanish).

2. **Project Type.** Which of the following categories best describes your project? (select only one)

- Public or human service
- Capital construction, building rehabilitation or public facility improvement
- Home ownership activities
- Housing rehabilitation
- Economic development assistance
- Planning or predevelopment costs
- Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:



4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

While the proposed initiative is new by intentionally aiming to reach and serve both low-income and Hispanic community members through securing bilingual support, a measurable increase in services will occur. Performance will be measured and reported identifying number of income-eligible and Hispanic residents served, including students, parents, school faculty and community members within the eligible region(s) defined.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

Mesa County recorded a total of 37 completed suicides in 2015, and 48 in 2016. In 2015, the national rate of suicide was 12.9. In Mesa County, the suicide rate that year was 24.3, and continues to be in the top 5 counties for highest rates in the State, more than double the national rate. (SSPA) Currently, WCSPF is unable to reach and serve non-English speaking Hispanic families and would like to increase services to this target market; and increase services to young, low-income children and their parents.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
ASIST & QPR T4T (3)	\$ 4,000.00	CDBG	
Marketing Material	\$ 1,000.00	CDBG	
Community Events (4)	\$ 1,800.00	CDBG	
WCSPF Support	\$ 9,000.00	WCSPF	N/A
<b>Total Budget</b>	<b>\$ 15,800.00</b>		

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: September 15, 2017      Completion Date: April 30, 2018

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

In-kind contributions include the cost associated with staff management of the program, establishing partnerships, marketing, supporting events and trainings. Estimated amount of this cost is \$9,000 between 2 staff members: ED at 10% (\$4000); Program Coordinator at 20% (\$5000).

## BENEFICIARY INFORMATION

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

WCSPF reached and served a total of 5400 individuals in 2016. Through the proposed initiative, the organization anticipates a 15% increase (minimum) by building its capacity to reach and serve more community members in need of suicide prevention awareness and training.

2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**

The initiative will target the CDBG eligible regions (Chipeta, East & West, Riverside Educational Center and El Poso neighborhoods). Projections regarding total eligible participants to be served in Year 1 is estimated at 800; and includes 500 students, and 300 parents/community members.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?     Yes     No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

WCSPF will track and report number of children served (via school presentations) who are enrolled in, or eligible for the free and reduced lunch program.

Names of participants will not be collected or reported.

Total of low-income and Hispanic children will be tracked and reported, with the help of school administrators/support personnel.

Community members participating in activities will provide anonymous self-discloser at in-take identifying resident zip code and income level.





## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable)].
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

CDBG APPLICATION AND PRELIMINARY AGREEMENT

By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

- 1. The applicant will not receive the block grant funds until:
a. HUD has approved the project and the City receives a letter of credit from HUD.
b. An Environmental Review has been completed and approved.
c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: Jennifer Clark

Title: Executive Director

Signature (typed acceptable): [Handwritten Signature]

Date: March 14, 2017

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

DEPARTMENT OF THE TREASURY

Date: FEB 26 2006

WESTERN COLORADO SUICIDE  
PREVENTION FOUNDATION  
510 29 1/2 RD  
GRAND JUNCTION, CO 81502

Employer Identification Number:  
20-3972058  
DLN:  
17053363070005  
Contact Person:  
DIANE M GENTRY ID# 31361  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
January 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
December 15, 2005  
Contribution Deductibility:  
Yes  
Advance Ruling Ending Date:  
January 31, 2010

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.

Letter 1045 (DO/CG)

WESTERN COLORADO SUICIDE

If you distribute funds to individuals, you should keep case histories showing the recipient's name and address; the purpose of the award; the manner of selection; and the relationship of the recipient to any of your officers, directors, trustees, members, or major contributors.

Sincerely,

A handwritten signature in cursive script that reads "Lois G. Lerner". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Lois G. Lerner  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Information for Organizations Exempt Under Section 501(c)(3)  
Statute Extension

**Western Colorado Suicide Prevention  
Foundation**

(A nonprofit organization)

FINANCIAL STATEMENTS

And Accountants' Compilation Report

Year Ended December 31, 2015

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ACCOUNTANTS' COMPILATION REPORT

To The Board of Directors  
Western Colorado Suicide Prevention Foundation

Management is responsible for the accompanying financial statements of Western Colorado Suicide Prevention Foundation (a nonprofit organization), which comprise the statement of financial position as of December 31, 2015, and the related statements of activities and changes in net assets, functional expense and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

We are not independent with respect to the Western Colorado Suicide Prevention Foundation.



JEFF WENDLAND, CPA, LLC  
Grand Junction, Colorado  
November 10, 2016



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WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A nonprofit organization)

STATEMENT OF FINANCIAL POSITION

December 31, 2015

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ASSETS

Cash and cash equivalents	\$	124,188
Unconditional promises to give		1,486
Rent deposit		200
Furniture and equipment - net		-
Total assets	\$	<u>125,874</u>

LIABILITIES AND NET ASSETS

Liabilities	\$	-
Net Assets		
Temporarily restricted		1,485
Unrestricted		<u>124,389</u>
Total net assets		<u>125,874</u>
Total liabilities and net assets	\$	<u>125,874</u>

See accompanying notes and accountants' compilation report.

WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A nonprofit organization)

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS  
For the year ended December 31, 2015

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Revenue			
Grants and contributions	\$ 86,525	\$ 1,485	\$ 88,010
Special events	24,783	-	24,783
In-kind contributions	20,298	-	20,298
Fees for services	5,041	-	5,041
Other income	192	-	192
Total revenue	<u>136,839</u>	<u>1,485</u>	<u>138,324</u>
Released from restriction			
By passage of time	994	(994)	-
By payment	7,622	(7,622)	-
Functional expenses			
Program services - training and awareness	72,019	-	72,019
General and administrative	23,064	-	23,064
Fundraising	16,079	-	16,079
Total functional expenses	<u>111,162</u>	<u>-</u>	<u>111,162</u>
Increase (decrease) in net assets	34,293	(7,131)	27,162
Net assets at the beginning of the year	<u>90,096</u>	<u>8,616</u>	<u>98,712</u>
Net assets at the end of the year	<u>\$ 124,389</u>	<u>\$ 1,485</u>	<u>\$ 125,874</u>

See accompanying notes and accountants' compilation report.

WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A nonprofit organization)

STATEMENT OF FUNCTIONAL EXPENSES

For the year ended December 31, 2015

	Support Services			Program Services	Total Expense
	General and Administrative	Fund-raising	Total Support Services		
<b>Personnel</b>					
Salaries & wages	\$ 15,302	\$ 10,201	\$ 25,503	\$ 25,503	\$ 51,006
Payroll taxes	1,119	746	1,865	1,865	3,730
Bookkeeping	1,303	869	2,172	2,172	4,344
Total personnel expense	17,724	11,816	29,540	29,540	59,080
<b>Program expenses</b>					
Materials	-	-	-	3,562	3,562
Professional services	-	-	-	31,338	31,338
Other expenses	-	-	-	1,982	1,982
<b>Other Expenses</b>					
Rent and utilities	1,386	924	2,310	2,311	4,621
Travel and meetings	200	133	333	333	666
Golf tournament	-	1,697	1,697	-	1,697
Other special events	-	328	328	-	328
Advertising	447	298	745	745	1,490
Management and general	1,982	-	1,982	-	1,982
Other expense	1,325	883	2,208	2,208	4,416
	<u>23,064</u>	<u>16,079</u>	<u>39,143</u>	<u>72,019</u>	<u>111,162</u>
<b>Total expenses</b>	<u>\$ 23,064</u>	<u>\$ 16,079</u>	<u>\$ 39,143</u>	<u>\$ 72,019</u>	<u>\$ 111,162</u>

See accompanying notes and accountants' compilation report.

WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A nonprofit organization)

STATEMENT OF CASH FLOWS

For the year ended December 31, 2015

---

Cash flows from operating activities	
Cash received from contributors and grants	\$ 88,207
Cash received from special events	24,783
Fees for services	5,041
Other receipts	192
	<hr/>
	118,223
Cash paid to employees	(60,043)
Cash paid to suppliers and vendors	(31,984)
Net cash provided by operating activities	<hr/>
	26,196
Cash at beginning of year	<hr/>
	97,992
Cash at end of year	<hr/>
	\$ 124,188
<u>Reconciliation of change in net assets</u>	
<u>to net cash provided by operating activities</u>	
Change in net assets	\$ 27,162
Adjustments to reconcile change in net assets	
to cash provided by operating activities	
(Increase) in current assets	(3)
(Decrease) in payroll taxes payable	(963)
	<hr/>
Net cash provided by	
operating activities	<hr/>
	\$ 26,196

See accompanying notes and accountants' compilation report.

WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A nonprofit organization)

NOTES TO FINANCIAL STATEMENTS

For the year ended December 31, 2015

---

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Organization:

Western Colorado Suicide Prevention Foundation (the Organization) is a nonprofit organization organized in 2005.

The mission of the Organization is to prevent suicide through education, advocacy and by promoting hope. The Organization is supported primarily through grants, donations and service fees.

Basis of Accounting

The financial statements of the Organization are presented using the accrual basis of accounting, which records income when earned and expenses when incurred. The Organization recognizes as income contributions received or made, including unconditional promises to give, in the period received or made, respectively, at fair value.

Revenue Recognition

Contributions received are recorded as unrestricted, temporarily restricted or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished) temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions. The organization had no temporarily or permanently restricted assets at December 31, 2015.

Cash and Cash Equivalents

The Organization considers all highly liquid investments with a maturity of three months or less to be cash equivalents.



WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A Nonprofit Organization)

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

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**NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

Tax Status

The Organization has been granted an exemption from federal income taxes under section 501(c)(3) of the Internal Revenue Code. Income tax returns (Forms 990) prior to 2011 are no longer subject to review by the Internal Revenue Service.

Property and Equipment

Furniture and equipment are recorded at cost or at estimated value at the date of gift if donated. Furniture and equipment depreciation is computed on a straight line basis over its estimated useful life. The Organization does not recognize an implied time restriction on gifts of long-lived assets.

Contributed Services and Property

A significant number of volunteers donated their services the Organization during the year ended December 31, 2015. Support arising from these contributed services is not recorded in the financial statements, as no objective basis is available to measure the value of the services performed. Certain contributed services that require specialized skills are recognized as contribution revenue and expense. These contributed services, consisting of professional counselling services for at-risk clients have been valued at \$20,298 and have been recorded as revenue and expense for the year ended December 31, 2015.

Functional Allocation of Expenses

Costs are allocated by management based on the best available estimate of the percentage of each cost element applicable to each functional area.

Use of Estimates

The Organization has prepared these financial statements in conformity with generally accepted accounting principles, which require the use of management's estimates. Actual results could differ from the estimates used.

**NOTE B – CASH**

Cash and cash equivalents consist of deposits in financial institutions and are covered by FDIC insurance.

WESTERN COLORADO SUICIDE PREVENTION FOUNDATION  
(A Nonprofit Organization)

NOTES TO FINANCIAL STATEMENTS

December 31, 2015

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**NOTE C - PROPERTY AND EQUIPMENT**

Furniture and equipment at cost if purchased or fair market value at date of gift, and accumulated depreciation at June 30, 2014 are summarized as following:

Furniture and equipment	\$ 1,431
Less accumulated depreciation	<u>(1,431)</u>
Net	<u>\$ -0-</u>

Depreciation expense was \$24 for the year ended December 31, 2014.

**NOTE D – TEMPORARILY RESTRICTED NET ASSETS**

Temporarily restricted net assets at December 31, consist of the following:

An unconditional promise to give was received from the United Way of Mesa County. The restricted amount is the portion of the grant to be received in the year ending December 31, 2016.	\$1,485
--	---------

**NOTE E– CONCENTRATIONS**

The Organization conducts its operations and much of its fundraising in Mesa County, Colorado. Changes in local economic conditions can have significant effects on the Organization's fundraising activities.

**NOTE F – SUBSEQUENT EVENTS**

The Organization has evaluated events which occurred subsequent to December 31, 2015 and prior to November 10, 2016 as they may affect these financial statements.



# Entity Overview Details

DUNS: 966245503  
 CAGE: 7C7Z0  
 Status: Active

740 GUNNISON AVE STE 211  
 GRAND JUNCTION, CO, 81501 - 3256  
 UNITED STATES

D&B Legal Business Name: Western CO Suicide Prevention Foundation  
 Doing Business as: (none)

## Core Data

### Business Information:

Business start date: 02/26/2006  
 Fiscal year end close date: 12/31  
 Company Division Name: WESTERN CO SUICIDE PREVENTION FOUNDATION  
 Company Division Number:  
 Corporate URL:  
 Congressional District: CO 03  
 Registration Date: 03/10/2015  
 Activation Date: 03/06/2017  
 Expiration Date: 03/06/2018  
 Renewal Date: 03/06/2017  
 MPIN: SPFDUNS15

### Physical Address:

Address line 1: 740 GUNNISON AVE STE 211  
 City: GRAND JUNCTION  
 State: CO  
 ZIP/Postal Code: 81501 - 3256  
 Country: UNITED STATES

### Mailing Address:

Address line 1: 740 Gunnison Ave Box 5  
 City: GRAND JUNCTION  
 State: CO  
 ZIP/Postal Code: 81501 -  
 Country: UNITED STATES

### Sensitive Information:

EIN: 203972058

### IRS Consent:

Tax payer name: Western Colorado Suicide Prevention Foundation  
 Address Line 1: 740 GUNNISON AVE STE 211  
 Address Line 2:  
 City: GRAND JUNCTION  
 State: CO  
 Country: UNITED STATES  
 Zip/Postal Code: 81501 - 3256  
 Type of Tax: Applicable Federal Tax  
 Tax Year (Most Recent Tax Year): 2015  
 Name of individual executing consent: Jennifer Clark  
 Title of the individual executing consent: Executive Director  
 Signature: Jennifer Clark  
 Tin consent date: 03/06/2017

### CAGE/NCAGE Code:

CAGE: 7C7Z0

### General Information

Country of Incorporation: UNITED STATES  
 State of Incorporation: CO  
 Company Security Level:  
 Highest Employee Security Level:

### Business Types:

For more information on an entity's socio-economic status please see SBA's Dynamic Small Business Search.

- Entity Structure
  - Corporate Entity (Tax Exempt)
- Entity Type
  - Business or Organization
- Other Entity Qualifiers
  - Foundation
- Profit Structure
  - Non-Profit Organization
- Purpose of Registration
  - Federal Assistance Awards



## Entity Overview Details

### Financial Information

Do you accept credit cards as a method of payment? Yes.

Department Code: Account Details: WELLS FARGO BANK NA - Checking

CAGE Code: 7C7Z0

- New Account Electronic Funds Transfer:

Account Type: Checking

Financial Institution: WELLS FARGO BANK NA

ABA Routing Number: 102000076

Account Number: 2883484715

Lockbox Number:

Automated Clearing House (ACH):

ACH U.S. Phone: (970)683-6626

ACH Non-U.S. Phone:

ACH Fax:

ACH Email:

Remittance Address:

Remittance Name: WESTERN CO SUICIDE PREVENTION FOUNDATION

Address Line 1: 740 Gunnison Ave Box 5

Address Line 2:

City: GRAND JUNCTION

State: CO

Country: UNITED STATES

ZIP/Postal Code: 81501 -

### Executive Compensation Questions

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a DUNS number, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

No

### Proceedings Questions

Is there a Federal solicitation on which your business or organization, as represented by the DUNS number on this specific SAM record, is bidding that contains the FAR provision 52.209-7, or has your business or organization, as represented by the DUNS number on this specific SAM record, been awarded a Federal contract that contains FAR clause 52.209-8?

N

Does your business or organization, as represented by the DUNS number on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Within the last five years, had the business or organization (represented by the DUNS number on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other

### SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results: Yes.

### Assertions

#### NAICS Codes Selected

NAICS Code	Primary	Description

#### Product & Service Codes Selected

PSC	Description

### Size metrics:

World Wide:

Total Receipts (3 year average):

Average Number of Employees (12 Month Average):

Location (Optional):  
Annual Receipts (3 Year Average):  
Annual Receipts (3 Year Average):

**EDI Information:**

Do you wish to enter EDI Information for your non-government entity?: No

**Disaster Response Information:**

**Point of Contacts:**

**Mandatory Point of Contact:**

Accounts Receivable POC

Title:

First Name: Jennifer

Middle Name:

Last Name: Clark

Email: jclark@suicidepreventionfoundation.org

US Phone: (970)683-6626

Extension:

NON US Phone:

Notes:

Electronic Business POC

Title:

First Name: Jennifer

Middle Name:

Last Name: Clark

Email: jclark@suicidepreventionfoundation.org

US Phone: (970)683-6626

Extension:

NON US Phone:

Notes:

Address Line 1: 740 GUNNISON AVE BOX 5

Address Line 2:

City: Grand Junction

State/Province: CO

Country: UNITED STATES

ZIP/Postal Code: 81501

Government Business POC

Title:

First Name: Jennifer

Middle Name:

Last Name: Clark

Email: jclark@suicidepreventionfoundation.org

US Phone: (970)683-6626

Extension:

NON US Phone:

Notes:

Address Line 1: 740 GUNNISON AVE BOX 5

Address Line 2:

City: Grand Junction

State/Province: CO

Country: UNITED STATES

ZIP/Postal Code: 81501

## Western Colorado Suicide Prevention Foundation - Board of Directors and Terms

January, 2017

The Board meets on the 3rd Friday of each month at 740 Gunnison Avenue in Grand Junction  
from 12:00-2:00 pm.

### Directors & Last Year of Term

**Gene Starbuck, President** 2019

Colorado Mesa University, retired  
852 Haven Crest Dr.  
Grand Junction, CO 81506  
970-242-6872  
tgstarb@charter.net

**Peggy Wrich, D.O., Vice President** 2017

Primary Care Partners  
3150 N. 12th Street  
Grand Junction, CO 81506  
970-254-2431  
pwrich@pcpgj.com

**Cindy Haerle, Secretary** 2017

Strive, Grand Valley Academy  
2059 Pannier Court  
Grand Junction, CO 81507  
970-210-4048  
Cindyhaerle@gmail.com

**Kathy Capps, Treasurer** 2018

Reg'l. Dir., Mind Springs Health  
1221 13 ½ Road  
Loma, CO 81524  
970-640-8364  
kcapps@mindspringshealth.org

**Susan Eggert** 2019

359 Colorado Ave #101  
Grand Junction, CO 81501  
970-245-9800  
susaneeggert@hotmail.com

**Kate Simonds** 2018

Student Health Coordinator & Prevention Specialist  
Colorado Mesa University, Albers Hall  
Grand Junction, CO 81501  
970-248-1601  
ksimonds@coloradomesa.edu

### Advisory Board Members

Cathie Brian  
2500 Broadway B#229  
Grand Junction, CO 81507  
970-628-4556  
cathiebrian47@gmail.com

Jim Doody, Elam Sand & Gravel, Regional Sales  
970-250-5861  
doody@earthlink.net

Ken Elliott, Key Realty  
970-216-5330  
Ken.KeyRealty@gmail.com

Lenée Grisier  
970-549-4606  
Leneeg1@gmail.com

### Emeritus Member

Herb Bacon, Board Member Emeritus



**WESTERN COLORADO SUICIDE PREVENTION FOUNDATION**  
Participant Tracking Form

Partner/School Name: \_\_\_\_\_

Date: \_\_\_\_\_

Training Focus: (circle one)                      ASIST                      QPR

Target Audience: (circle one)                      Community/Parents                      Youth/Students

Presentation Date: \_\_\_\_\_

Presentation Location: \_\_\_\_\_

Partner Point of Contact/NAME & TITLE: \_\_\_\_\_

POC phone number: \_\_\_\_\_ POC Email address: \_\_\_\_\_

Total number of participants served: \_\_\_\_\_

Total number of participants/Low-Income \_\_\_\_\_

Total number of Hispanic participants: \_\_\_\_\_

Signature of Partner POC: \_\_\_\_\_

Date: \_\_\_\_\_



## **Western Colorado Suicide Prevention Foundation**

### **Equal Opportunity Employer Policy**

The Western Colorado Suicide Prevention Foundation provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, The Western Colorado Suicide Prevention Foundation complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

The Western Colorado Suicide Prevention Foundation expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of The Western Colorado Suicide Prevention Foundation's employees to perform their job duties may result in discipline up to and including discharge.

Adopted by the Western Colorado Suicide Prevention Foundation Board of Directors,  
Friday, March 13, 2015

*Based on <http://www.shrm.org/templatestools/samples/policies/pages/cms-005022.aspx>*



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

---

2. Organization Address:

---

3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

---

4. Organization or Parent Organization EIN/TIN Number (required):

---

5. Primary Contact Person:

---

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_



2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:



4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?
2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**
3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?                      Yes                      No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.



## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.

A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.

A copy of System for Award Management (SAM) entity registration. See attached example.

A list of current board members, including their employer and/or other pertinent affiliations.

A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.

Copy of agency's Affirmative Action Plan.



**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
  
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
  
3. The applicant will provide the City any other information required by HUD or by the City.
  
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST		
City: GRAND JUNCTION	State/Province: COLORADO	
ZIP Code: 81501-2628	Country: UNITED STATES	

**St. Mary's Senior Companion Program  
2017-2018 Budget**

07/01/2017 to 06/30/2018	<u>TOTAL</u>	<u>CNCS</u>	<u>Grantee Share</u>	<u>Excess</u>
<b>VOLUNTEER SUPPORT EXPENSES</b>				
Personnel Expenses				
Program Manager (.5 FTE) (23.04) (0434)	23,962	21,976	479	1,507
Program Coordinator (.5 FTE - 20/week) (19.44) (0212)	20,218		3,998	16,220
Accounting Specialist - Grants (.35 FTE - 14/week) (20.26) (010)	14,749	11,492		3,257
Sub-total	<u>58,929</u>	<u>33,468</u>	<u>4,477</u>	<u>20,984</u>
Personnel FICA & Fringe Benefits				
FICA 6.987% (est.) (65101)	4,117	2,338	313	1,466
Fringe 32.538% (est.) (65301H;401D;901L;66801E)	19,175	10,890	1,457	6,828
	<u>23,292</u>	<u>13,228</u>	<u>1,770</u>	<u>8,294</u>
<b>TOTAL EXPENSE of SALARIES</b>	<b>82,221</b>	<b>46,696</b>	<b>6,247</b>	<b>29,278</b>
Staff Travel				
Local (643miles x \$.54/mile) (78601)	347	347	-	-
Long Distance: CNCS conference (78601)	1,000	1,000	-	-
Supplies				
Supplies - unique to department (73123,73157)	1,000	-	875	125
Supplies - forms, lthd, envlps, bs card, etc (73356)	500	-	-	500
Supplies - general office supplies (73301)	1,000	-	854	146
Other Vounteer Support Costs				
Memberships & Dues (78301)	500	-	500	-
Staff Training (78501)	500	-	500	-
Marketing (78851)	850	-	850	-
Staff Awards/Recognition (78811)	100		100	-
Volunteer Fingerprinting (8 vols x \$38.50) (74701)	308	236	72	-
Sponsor Indirect Costs 24.7%	21,817	-	21,817	-
<b>TOTAL VOLUNTEER SUPPORT EXPENSES</b>	<b>110,143</b>	<b>48,279</b>	<b>31,815</b>	<b>30,049</b>
<b>VOLUNTEER EXPENSES</b>				
Volunteer Stipend (24 vols x \$2,767) (74701)	66,408	66,408	-	-
Other Volunteer Costs				
Meals (73157)	5,000	-	-	5,000
Insurance: CIMA policy (74701)	335	335		-
Recognition (35 vols x \$80 + \$125 inkind) (73123, 73157)	2,925	-	2,925	-
Physicals (\$55 x 18 vols) (74701)	990	-	495	495
Volunteer Transportation (111,111 miles x .36) (78601)	40,000	8,090	29,682	2,228
Volunteer Leaders (74701)	2,400	2,400	-	-
<b>TOTAL VOLUNTEER EXPENSES</b>	<b>118,058</b>	<b>77,233</b>	<b>33,102</b>	<b>7,723</b>
<b>TOTAL APPROVED BUDGET</b>	<b>\$ 228,201</b>	<b>\$ 125,512</b>	<b>\$ 64,917</b>	<b>\$ 37,772</b>
		55%	28%	17%





## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

---

2. Organization Address:

---

---

3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

---

4. Organization or Parent Organization EIN/TIN Number (required):

---

5. Primary Contact Person:

---

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_



2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

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5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?
2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**
3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?                      Yes                      No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.





## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

---

### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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A list of current board members, including their employer and/or other pertinent affiliations.

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Copy of agency's Affirmative Action Plan.



**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST		
City: GRAND JUNCTION	State/Province: COLORADO	
ZIP Code: 81501-2628	Country: UNITED STATES	

**St. Mary's Foster Grandparent Program  
2017-2018 Budget**

07/01/2017 to 06/30/2018	<u>TOTAL</u>	<u>CNCS</u>	<u>Grantee Share</u>	<u>Excess</u>
<b>VOLUNTEER SUPPORT EXPENSES</b>				
Personnel Expenses			updated 1/17	
Program Manager (.5 FTE) (23.04) (0434)	23,962	21,350	1,105	1,507
Program Coordinator (.7 FTE - 30/week) (15.52) (0212)	24,211	20,050	4,161	-
Accounting Specialist - Grants (.65 FTE - 26/week) (20.26) (0101)	27,392	24,579	2,813	-
Sub-total	<u>75,565</u>	<u>65,979</u>	<u>8,079</u>	<u>1,507</u>
Personnel Fringe Benefits				
FICA 7.165% (est.) (65101)	5,414	4,727	687	-
Fringe 19.268% (est.) (65301H;401D;601D;901L;66801E)	14,560	12,713	1,847	-
	<u>19,974</u>	<u>17,440</u>	<u>2,534</u>	<u>-</u>
<b>TOTAL EXPENSE of SALARIES</b>	<b>95,539</b>	<b>83,419</b>	<b>10,613</b>	<b>1,507</b>
Staff Travel				
Local (1,057 annually x \$.54/mile) (78601)	571	571	-	-
Long Distance: CNCS conference and trainings (78601)	1,000	1,000	-	-
Supplies				
Supplies - unique to department (73123)	1,000	-	1,000	-
Supplies (Printing)- forms, lthd,envlps,bs card,etc (73356)	500	-	500	-
Supplies - general office supplies (73301) (\$500 cash + \$500 inkind)	1,000	-	500	500
EVENT (\$6,520)				
Supplies - misc. supplies (73123)	150	-	-	150
Supplies - shirts, hole-n-1 insurance, etc. (73123)	3,000	-	-	3,000
Printing - forms, ltrs, etc. (73356)	250	-	-	250
Marketing (78851)	650	-	-	650
Food (73157)	700	-	-	700
Golf Course (74701)	3,500	-	-	3,500
Other Vounteer Support Costs				
Memberships & Dues (78301)	500	-	500	-
Staff Training - Education/Seminar (78501)	500	-	500	-
Staff Awards and Recognition	100	-	100	-
Marketing & Recruitment (78851)	1,650	-	1,650	-
Volunteer Fingerprinting (15 x 38.50) (74701)	578	578	-	-
Sponsor Indirect Costs (24.7%)	27,463	-	27,463	-
<b>TOTAL VOLUNTEER SUPPORT EXPENSES</b>	<b>128,394</b>	<b>85,568</b>	<b>42,826</b>	<b>10,257</b>
<b>VOLUNTEER EXPENSES</b>				
Volunteer Stipend (53 vols x \$2,767) (74701)	146,651	146,651	-	-
Other Volunteer Costs	-	-	-	-
Meals (\$3,500 cash + \$11,000 in-kind) (73157)	14,500	-	12,500	2,000
Insurance: CIMA policy (74701)	450	450	-	-
Recognition (68 vols x \$80 =\$5,440 + \$160 in-kind) (73123, 73157)	5,600	-	5,600	-
Physicals (\$55 x 36 vols) (74701)	1,980	-	1,980	-
Volunteer Transportation (80,000 x.36 + 2,600 van) (78601)	31,400	13,699	17,701	-
<b>TOTAL VOLUNTEER EXPENSES</b>	<b>200,581</b>	<b>160,800</b>	<b>37,781</b>	<b>2,000</b>
<b>TOTAL APPROVED BUDGET</b>	<b>339,232</b>	<b>246,368</b>	<b>80,607</b>	<b>12,257</b>
		73%	24%	4%



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

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Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

---

2. Organization Address:

---

---

3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

---

4. Organization or Parent Organization EIN/TIN Number (required):

---

5. Primary Contact Person:

---

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_





2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

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8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

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1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?
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**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_



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DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
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### APPLICANT BACKGROUND

1. Organization Name:

Marillac Clinic

---

2. Organization Address:

2333 N 6th Street

---

Grand Junction, CO 81501

---

3. Organization DUNS Number (Data Universal Number System) (required):

*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*

627-508-641

---

4. Organization or Parent Organization EIN/TIN Number (required):

84-1085822

---

5. Primary Contact Person:

Jacque Pipe, Associate Director of Development

---

Phone: 970.298.7766 FAX: 970.298.1711

Email: Jacque.Pipe@sclhs.net

---

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

Marillac offers Mesa County's low-to-middle income uninsured and under-insured residents affordable health care including medical, dental, mental health, optical care and discounted medication assistance. 81% of patients have multiple chronic conditions; 31% have a diagnosed mental health condition. Marillac is rapidly growing. In only the first two months of 2017 we enrolled 1,193 new patients (776 in dental). Almost 40% of all patients live within the city limits. Marillac's Dental Program serves infants through elderly, providing exams, x-rays, preventive dental cleanings & treatments, fillings, crowns, bridges, extractions, root canals & dentures. Three locations are staffed by 5 dentists & 14 support staff. Dental serves patients Mon-Fri, including Thursday evenings. All of our heavily-used dental equipment is 15-20 years old and must be replaced for a total cost of \$516,087. Only \$81,872 remains to be raised.

10. Which describes your organization (check all that apply)?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                       |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency               |
| <input type="checkbox"/> Faith based                                 | <input type="checkbox"/> Public Service /Human Services Provider |
| <input type="checkbox"/> Public Organization                         | <input checked="" type="checkbox"/> Other <u>Health Care</u>     |

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

In Fall 2016, Marillac was awarded a CDBG grant for \$19,832, 40% of the total cost of replacing 2 dental operatories. The \$19,832 was fully spent by March 2017. Both operatories are functioning at full capacity, providing 16+ appointments per day, 4,000 per year. The CDBG dollars leveraged \$33,442 in local match. Thank you!

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

No employee, board member or patient has any past or present ownership or financial investment in the agency, organization or proposed project.

## FUNDING REQUEST SUMMARY

1. Project Name: Marillac Dental Diagnostic Equipment
2. Project Address/Location: 2333 N 6th St
3. Amount of CDBG funds requested for the project: \$ 10,685.00
4. Funding leveraged from other sources for this project: \$ 17,435.00
5. Total Project Budget: \$ 28,120.00
6. Minimum amount of CDBG funding to benefit your project: \$ 10,685.00

## PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## SPECIFIC PROJECT INFORMATION

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

The equipment we hope to purchase for diagnostic procedures is ideally suited for Marillac's high volume and quality outcomes. The "Dexis CariVu Caries Detection Light System" is technology that accurately detects decay and cracks on the surface of teeth not typically revealed by x-rays. Resembling a radar gun, this easy to operate unit can be easily sterilized and revolve as needed through all of our 13 operatories. Three "Nomad Portable X-Ray Units" will replace the 9 older technology wall-mounted units which are costlier. We have one Nomad in use at our County Clinic; it is portable, reliable, flexible and easy to clean! All of the equipment we have described leads to earlier diagnosis, treatment & healthy outcomes.

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

If approved, your \$10,685 award will leverage \$17,432 in private funding, (62% match), for Marillac's continued growth: 5,546 patients were served in 2015; 9,307 in 2016; 10,560 projected for 2017; 11,088 projected for 2018. The momentum for expansion is being supported by Rocky Mountain Health Plans, St. Mary's Hospital, the Mesa County Health Leadership Consortium, Marillac's executive leadership team & board.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

According to the Colorado Health Institute, just 31 of Mesa County's 70 dentists accept Medicaid. And, according to the Colorado Health Access Survey, only 60% of Mesa Co residents received dental care in 2015, and 35% of adults 65+ have lost 6+ teeth to decay or periodontal disease. Low income persons are five times more likely to have poor dental health; unfortunately, a full one-third of Mesa County families now live within 200% of FPL. Marillac's outreach program to preschools is an eye opener. Many children lack dental care & have visible problems, decay or disease.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
(3) Portable X-ray Unit	\$ 20,970.00	Western Colo	
(1) Caries Light Detect	\$ 7,150.00	Community Fdn	\$12,435 Planned*
		Co Dental Ass'n	\$5,000 Planned*
		CDBG	\$10,685 Request
* Spring 2017			
<b>Total Budget</b>	<b>\$ 28,120.00</b>		

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: November 1, 2017 Completion Date: December 31, 2017

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

There is no in-kind donation associated with this project. However, the vendor with whom we work provides a discount to Marillac of about 25%. All safety net clinics and community health centers benefit from similar corporate discounts.

## BENEFICIARY INFORMATION

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

As described previously, in 2016 we served 9,307 patients of all ages. Based on our projections in 2017 we plan to serve 10,560 patients, and by year's end of 2018 we will reach an enrollment of 11,088.

2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**

In 2016, 38% of our 9,307 patients resided within City of Grand Junction boundaries. All patients who lack insurance are asked to contribute toward their care based on Marillac's sliding scale. For the purposes of this grant, approximately 4,200 city residents will be served in CY2018.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?  Yes  No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

All patients who enroll at Marillac undergo a registration and financial screening process. Patients are required to submit legal identification and financial information to verify their identity and income. The financial screening process helps determine if they are eligible for Medicaid or other government programs; it also helps assign their placement on Marillac's sliding fee schedule which determines their co-payment for each visit. A copy of the eligibility packet has been included in the attachments for your review.

The household demographics we gather include household status, preferred language, veteran status, race, ethnicity and marital status. The financial information we request includes any insurance/type, income, assets. Patient information is entered, maintained and safeguarded electronically. Marillac utilizes an Electronic Health Record called eClinicalWorks (eCW) and an Electronic Dental Record called Dentrax to manage scheduling, records, billing, claims and population management across Marillac's five service lines. When reporting to CDBG, patient data will be extracted from both eCW and Dentrax.





## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable)].
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

CDBG APPLICATION AND PRELIMINARY AGREEMENT

By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

- 1. The applicant will not receive the block grant funds until:
a. HUD has approved the project and the City receives a letter of credit from HUD.
b. An Environmental Review has been completed and approved.
c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: Marillac Clinic, Inc

Title: Kay Ramachandran, Chief Executive Officer

Signature (typed acceptable): Kay Ramachandran

Date: 3/13/17



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

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### APPLICANT BACKGROUND

1. Organization Name:

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2. Organization Address:

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3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

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4. Organization or Parent Organization EIN/TIN Number (required):

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5. Primary Contact Person:

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Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.
  
12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

### **FUNDING REQUEST SUMMARY**

1. Project Name: \_\_\_\_\_
2. Project Address/Location: \_\_\_\_\_
3. Amount of CDBG funds requested for the project:                   \$ \_\_\_\_\_
4. Funding leveraged from other sources for this project:           \$ \_\_\_\_\_
5. Total Project Budget:   \$ \_\_\_\_\_
6. Minimum amount of CDBG funding to benefit your project: \$ \_\_\_\_\_

### **PROJECT ELIGIBILITY**

1. Which CDBG national objective does this project meet?
  - Benefits low/moderate income individuals/households
  - Addresses the prevention or elimination of slums or blight
  - Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?
2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**
3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?                      Yes                      No



If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.



## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.

A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.

A copy of System for Award Management (SAM) entity registration. See attached example.

A list of current board members, including their employer and/or other pertinent affiliations.

A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.

Copy of agency's Affirmative Action Plan.



**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
  
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
  
3. The applicant will provide the City any other information required by HUD or by the City.
  
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST		
City: GRAND JUNCTION	State/Province: COLORADO	
ZIP Code: 81501-2628	Country: UNITED STATES	



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

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Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

Grand Valley Catholic Outreach, Inc.

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2. Organization Address:

245 S. 1st Street

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Grand Junction, CO 81501

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3. Organization DUNS Number (Data Universal Number System) (required):

*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*

794656504

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4. Organization or Parent Organization EIN/TIN Number (required):

20-0064007

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5. **Primary** Contact Person:

Beverly Lampley

---

Phone: 970-241-3658 x106 FAX: 970-254-1262

Email: beverly@catholicoutreach.org

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6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

Grand Valley Catholic Outreach started by the four Catholic parishes in Mesa County is now joined by over 50 churches and individuals of all faiths to deliver services to those in need. Each of the 12 core programs that meet the needs of those in distress is overseen by one staff member delivered assisted by 525 volunteers. Financial aid to forestall eviction and utility assistance prevents more than 850 households from losing their homes or having their utilities shut off each year. 100 individuals are housed in emergency, transitional, or permanent housing each year 100+ visits were made to the Outreach Day Center by homeless individuals each day in order to have a shower, wash clothes, or see a doctor or therapist. At least 20 use these services in order to retain a job. 250-300 individuals receive their noonday meal at the Soup Kitchen and more than 25,000 use the free clothing bank/or food pantry. Last year 38,327 unduplicated individuals were touched by the services delivered by Catholic Outreach. (GVCO FY16 statistics)

10. Which describes your organization (check all that apply)?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                       |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency               |
| <input checked="" type="checkbox"/> Faith based                      | <input type="checkbox"/> Public Service /Human Services Provider |
| <input type="checkbox"/> Public Organization                         | <input type="checkbox"/> Other _                                 |

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

1997- 2000 - \$73,121

2000 - \$ 130,000	2010 - \$ 88,725	All CDBG funds awarded have been spent.
2001 - \$ 10,000	2011 - \$ 50,000	
2004 - \$ 50,000	2012 - \$ 12,638	
2007 - \$ 100,000	2015 - \$ 4,000	

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

NO

### FUNDING REQUEST SUMMARY

1. Project Name: Outreach Day Center Renovation
2. Project Address/Location: 302 Pitkin, Grand Junction, CO
3. Amount of CDBG funds requested for the project: \$ 200,000.00
4. Funding leveraged from other sources for this project: \$ 870,230.00
5. Total Project Budget: \$ 1,070,230.00
6. Minimum amount of CDBG funding to benefit your project: \$ 200,000.00

### PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet? Need

- for Non-Housing Community Development Infrastructure
- Need for Affordable Housing
- Needs of the Homeless or Special Needs Populations Other
- Human Service Needs
- Economic Opportunities

## SPECIFIC PROJECT INFORMATION

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

The Outreach Day Center provides 90-110 homeless individuals five days a week with services that include showers, laundry, mail, telephone access, and medical/ mental health assistance. The community is concerned with the homeless population and the Day Center provides a vital role in helping people get and retain jobs and/or be off the streets. The size and configuration of the Day Center opened 20 years ago must be changed to adequately serve the homeless population. This project will redesign the current space for more efficient utilization, additional facilities, and attach an addition to better serve those who are homeless. It will provide greater space, privacy, and security for the medical/ mental health providers who serve on site.

2. **Project Type.** Which of the following categories best describes your project? (select only one)

- Public or human service
- Capital construction, building rehabilitation or public facility improvement
- Home ownership activities
- Housing rehabilitation
- Economic development assistance
- Planning or predevelopment costs
- Acquisition or demolition of property

3. If this is a Public or Human Service Project, is the service  New or  On-going?



4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

The current interior space is 2,048 sq. ft. which will be increased to 4,261 sq. ft. with new construction. With additional washers, toilets, and showers everyone who wishes to utilize these services can do so. 20 years ago the Day Center served 12 people at a time - today that number has grown to over 100. Laundry requires about 1-1/2 hours per load and there are usually 15 requests for laundry each day that cannot be met.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

Daily counts at the Day Center show that 90-110 adults come to the Day Center each day. 15 laundries can be processed each day leaving another 15 undone; 21 showers can be provided leaving 80 requests unanswered; people line up to use the only two toilets. At one time volunteers went to City Market to use the bathroom. With additional space the psychotherapist will offer group therapy and medical personnel will enjoy additional operational space, privacy, and security. (Source - Catholic Outreach statistics).

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis- Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

<b>Budget Item</b>	<b>Amount</b>	<b>Funding Source</b>	<b>Award Date</b>
Design, Permits, etc	\$ 361,130.00	Catholic Outreach	On hand
Building Renovation	\$ 200,000.00	CDBG	September, 2017
Building Addition	\$ 364,025.00	Foundations	Summer, 2017
Site Improvement	\$ 88,075.00	Catholic Outreach	Spring, 2017
Boiler/Water Heater	\$ 7,000.00	Catholic Outreach	Spring, 2017
Fixtures, Furniture,	\$ 50,000.00	Catholic Outreach	Spring, 2017
<b>Total Budget</b>	<b>\$ 1,070,230.00</b>		

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: Winter, 2017 -18 Completion Date: Autumn, 2018

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc.) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

The contractor and all subs are invited to make an in-kind contribution to the project. Since the project has yet to be bid, the amount of in-kind materials is yet to be determined. Architect: 20% of fees to be donated back; Boundary/Topographic Survey: donation \$600; Topographical Survey donation: \$825.

## BENEFICIARY INFORMATION

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

During FY16 (7/1/15 - 6/30/16), 38,327 unduplicated individuals were served by Catholic Outreach. During this same time period, 17,381 individuals received 27,829 services at the Day Center. We expect a 3% increase in services this year. (Source - Catholic Outreach statistics)

2. **Persons Served by Project. What percentage of total persons served by your organization live within the City limits?** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.**

100% of 1,100 individuals benefiting from this project live within the city limits of Grand Junction at the time they are receiving services.

75% of those benefiting from all services offered by Catholic Outreach live within the city limits of Grand Junction.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?  Yes  No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

Income is not verified for guests at the Day Center. Only the income of the individuals who receive services for Financial Aid at Catholic Outreach is verified by requiring statements of income, salary stubs, or other financial documents.



## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

---

Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

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- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

---

By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: Sr. Karen Bland, OSB

Title: Executive Director

Signature (typed acceptable): Sr. Karen Bland

Date: March 6, 2017

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST		
City: GRAND JUNCTION	State/Province: COLORADO	
ZIP Code: 81501-2628	Country: UNITED STATES	

**Grand Valley Catholic Outreach  
Day Center Renovation-Expansion - Cost Estimate**

Area Description	Scope of Work	Area Size (Gross sf)	Unit Cost	Area Cost-Low Range
Existing Area	Paint all walls, ceilings, new resilient flooring, over frame rook, asphalt shingle roofing, paint exterior wall, new metal trim at roof edge and cover wood trim.	700	50	\$35,000.00
Remodel Area	Reconfigure walls as show, paint all walls, new resilient flooring, acoustical tile ceiling, baseboard heaters, recessed LED light fixtures, bedframe roof, new asphalt shingle roofing, paint exterior wall, metal trim at roof edge and cover wood trim.	1348		\$101,100.00
	New construction - wood stud framing with concrete block exterior-roof framed and shingled, LED fixtures, heaters, evaporative coolers, interior gypsum board walls, resilient tile, acoustical tile ceilings	850	175	\$148,750.00
Addition- Restrooms	See "Addition: for general scope - small format ceramic floor tile, solid surface panels on walls, gypsum board with epoxy paint on ceilings-plumbing	544	325	\$176,800.00
Addition-Shell space	See "Addition" above-interior taped with unfinished gypsum board walls, sealed concrete floors	819	125	\$102,375.00
<b>TOTAL BUILDING AREA</b>		<b>4261</b>		
<b>SITE</b>				
Patio	Concrete slab,6" privacy wall , wall mounted benches	620	40	\$24,800.00
Paving	Concrete walks per city standards, asphalt parking, minor utility work, repaving, bike racks	5323	10	\$53,230.00
Landscaping	Xeric plantings, few trees, automatic irrigation	2009	5	\$10,045.00
<b>TOTAL SITE AREA</b>		<b>7952</b>		
<b>MISCELLANEOUS IMPROVEMENTS NOT INCLUDED ABOVE</b>				
	New water heater			\$1,000.00
	New boiler			\$3,500.00
	Furnishings-washers-dryers-tables-chairs-dishwasher			\$50,500.00
<b>TOTAL DIRECT COST</b>				<b>\$656,600.00</b>
	Multiplier for soft costs, including: Design and Construction Contingency, General Conditions, Permitting, Surveying, Geotechnical Investigation , Testing, Design Fees		55%	\$361,130.00
<b>TOTAL PROJECT COST</b>			Low	<b>\$1,070,230.00</b>



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

Habitat for Humanity of Mesa County

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2. Organization Address:

200 Grand Avenue, Suite 101L

---

Grand Junction, CO 81501

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3. Organization DUNS Number (Data Universal Number System) (required):

*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*

613533319

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4. Organization or Parent Organization EIN/TIN Number (required):

84-1136660

---

5. Primary Contact Person:

Miffie Blozvich

---

Phone: 970-255-9850

FAX: 970-241-0311

---

Email: [mblozvich@hfhmesa.org](mailto:mblozvich@hfhmesa.org)

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6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

Habitat for Humanity is a grassroots, faith-based, non-profit organization. It is the mission of Habitat for Humanity of Mesa County to build (alongside the home buyers, staff, and volunteers) safe, decent affordable housing for God's people in need.

10. Which describes your organization (check all that apply)?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                       |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency               |
| <input checked="" type="checkbox"/> Faith based                      | <input type="checkbox"/> Public Service /Human Services Provider |
| <input type="checkbox"/> Public Organization                         | <input type="checkbox"/> Other _____                             |

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

Yes - 1996 - \$80,000 for property acquisition.  
No funds remain to be spent.

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

No.

### FUNDING REQUEST SUMMARY

1. Project Name: Fees and permits for new home construction
2. Project Address/Location: 380 Wedgewood Ave.; 382 Wedgewood Ave.
3. Amount of CDBG funds requested for the project: \$ 32,876.00
4. Funding leveraged from other sources for this project: \$ 294,208.00
5. Total Project Budget: \$ 327,084.00
6. Minimum amount of CDBG funding to benefit your project: \$ 32,876.00

### PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

- Need for Non-Housing Community Development Infrastructure
- Need for Affordable Housing
- Needs of the Homeless or Special Needs Populations
- Other Human Service Needs
- Economic Opportunities

### **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

New home construction in Hoffman Country Estates. The funding provided by CDBG will go towards tap fees, permits and clearance. These total \$16,438 per home. We are asking for funding for two homes to be built in the time frame required for CDBG funding.

2. **Project Type.** Which of the following categories best describes your project? (select only one)

- Public or human service
- Capital construction, building rehabilitation or public facility improvement
- Home ownership activities
- Housing rehabilitation
- Economic development assistance
- Planning or predevelopment costs
- Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

CDBG funding will provide funding for tap fees and permits. This will help with lowering the basic mortgage amount at the end of the build, and help us serve more families, build more homes, by having these costs be reduced and passed on to the homeowner. This helps Habitat's model of 'paying it forward' by covering certain costs on one home and carrying available funding forward to the next home.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

Housing Statistics as of July 1, 2015 showed 64,247 housing units in Mesa County (MC website). 69.1% were owner occupied, median value of a home was \$199,000, average of \$1,318/mo. mortgage payment and \$837/mo. rental rate. Federal funding for affordable housing continues to decline, despite growing needs. Of the families that apply for housing assistance in Mesa County, 74% are living at 30% of median income for a family of 4 - \$57,800.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
Please see attached for			
<b>Total Budget</b>	\$ 0.00		

Habitat for Humanity of Mesa County  
Project Budget 2017

**Projected Costs**

Lot	33,000.00 (includes \$2,000 for Mesa County building permit)
Fees and Permits	14,438.00 (\$6,500 - water tap fee, \$7,400 - permits, \$494 - clearance fees)
Building Materials	54,000.00
Professional Labor	41,000.00
Landscaping/infrastructure	3,000.00
Insurance (construction)	800.00
Taxes	567.00
Survey/appraisal	375.00
Admin/overhead	15,000.00 (Construction Manager's salary, admin., paperwork)
Closing Costs	<u>1,362.00</u>
<b>Total Costs</b>	<b>163,542.00</b>

**Projected Income**

CDOH	10,000.00
FHLB	10,000.00
CDBG funding	32,876.00
Habitat Loan	110,166.00
Homeowner Down Payment	<u>500.00</u>
<b>Total Projected Income</b>	<b>163,542.00</b>



## Miffie Blozovich

---

**From:** Hillberry - DOLA, Bret  
**Sent:** Tuesday, November 01, 2016 2:50 PM  
**To:** Miffie Blozovich  
**Cc:** Letitia Horace  
**Subject:** 13-065 - John Hoffman Subdivision Grand Junction  
**Attachments:** 13-065 final Site Specific evaluation of full EA.pdf

Miffie.

With the site specific checklist and supporting documentation you provided, you now have environmental clearance to proceed for the following locations:

- Hoffman Subdivision, 3043 D Road Grand Junction, Mesa County, Colorado 81504

Please keep a copy of this email for your records.

This clearance is good for five years. No additional clearance is necessary for the approved project. If the project footprint/boundary is enlarged or altered, or if project activities change, you will need to complete a new Environmental Review.

Good luck with the rest of the project.

Thanks, and happy belated Halloween.

Bret

On Mon, Oct 31, 2016 at 11:44 AM, Miffie Blozovich <[mblozovich@hfhmesa.org](mailto:mblozovich@hfhmesa.org)> wrote:

Happy Halloween, Bret!

I'm sending you the revised, signed checklist and documents that you have suggested I send. Please look it over and let me know.

One thing I see in going through the single PDF of everything is that my hard copy sticky notes that refer to "Attachement 'A'" and all the other attachments are not indicated in the file. Let me know if that is a problem.

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: September 2017 Completion Date: July 2018

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

Excavation, concrete, framing, roofing, drywall, siding, painting, flooring, cabinets, counter tops, and appliances all have some in-kind donations included. Labor through volunteers, homeowners, and sub-contract workers (based on 500 hours per person, per home, at \$9.30/hr). Total estimated in-kind per home: Estimated to be \$22,050/per home.

## BENEFICIARY INFORMATION

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

Over 70,320 people volunteered, donated goods, shopped at our ReStore, and worked at our construction sites over the past year. We expect to serve a slightly higher number in the coming year, as these numbers have incrementally increased over the past several years.

2. **Persons Served by Project.** What percentage of total persons served by your organization live within the City limits? Provide an estimate of the number of persons who will benefit from the specific project that live within the City limits of Grand Junction.

The entire Hoffman Subdivision (Wedgewood Avenue) is located within the City Limits - 100%. Eventually it will have 62 families (households), with an average of 3 persons per household, making a potential number of persons served to be 186.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?  Yes  No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

Each potential homeowner completes the Employment Verification Form (see attached). Once Habitat receives the information, they use their income guideline (between 30-65% of AMI), based on the Mesa County AMI table of 'persons per household,' and determines if the person is eligible for services.





**2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS**

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: Miffie Blozovich

Title: Development Director

Signature (typed acceptable): 

Date: March 14, 2017



*Help build it!*

March 3, 2017

HFH of Mesa County  
PO Box 4947  
Grand Junction, CO 81502-4947

**RE: 501(c)(3) Letter for HFH of Mesa County, Partner ID# 0674-9254**

Dear Affiliate Leader:

This letter will confirm that HFH of Mesa County, with employer identification number 84-1136660, is considered a subordinate under the group tax exemption umbrella of Habitat for Humanity International, Inc. ("HFHI") under Section 501(c)(3) of the Internal Revenue Code.

The group exemption number assigned to HFHI by the IRS is 8545. This number may be provided to prospective donors, foundations and other grant organizations as they request it and is required on certain IRS forms.

Enclosed is a copy of the determination letter dated February 7, 2017, provided by the IRS as evidence of HFHI's tax exempt status as well as its group exemption. The determination letter, together with this letter, confirms HFH of Mesa County's subordinate status and provides evidence of its tax exempt status under Section 501(c)(3) of the Code.

In partnership,

**Beverly Huffman**

Director, US/Canadian Support Services Center  
Habitat for Humanity International 877-434-4435

[USSupportCenter@habitat.org](mailto:USSupportCenter@habitat.org) · [habitat.org](http://habitat.org) | **Habitat. We build.**

Enclosure



**Internal Revenue Service**  
**P. O. Box 2508**  
**Cincinnati, OH 45201**

**Department of the Treasury**

**Date:** February 7, 2017

HABITAT FOR HUMANITY INTERNATIONAL INC  
HABITAT FOR HUMANITY INTRNL PARENT  
% LEGAL DEPARTMENT  
270 PEACHTREE ST NW STE 1300  
ATLANTA GA 30303

**Person to Contact:**

K. Gleason #0203083

**Toll Free Telephone Number:**

877-829-5500

**Employer Identification Number:**

91-1914868

**Group Exemption Number:**

8545

Dear Sir or Madam:

This is in response to your January 10, 2017, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in January 1987, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

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

Because your subordinate organizations are organizations described in section 170 (c) of the Code, donors may deduct contributions made to them.

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

Sincerely,



Jeffrey I. Cooper  
Director, Exempt Organizations  
Rulings and Agreements

**HABITAT FOR HUMANITY**  
**OF MESA COUNTY, INC.**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2016

## CONTENTS

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Financial Statements	
Statement of Financial Position	2
Statement of Activities	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6-9



## Independent Auditors' Report

To the Board of Directors  
Habitat for Humanity of Mesa County, Inc.  
Grand Junction, CO

We have audited the accompanying financial statements of Habitat for Humanity of Mesa County, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

Habitat for Humanity of Mesa County, Inc. does not record the fair value of donated inventory. As a result inventory has not been recorded in the financial statements. Accounting principles generally accepted in the United States of America require that donated inventory be recorded at its fair market value when received and that inventory be recorded in the financial statements. The effects on the accompanying financial statements of that departure from those accounting principles have not been determined.

In our opinion, except for the effects of not recording inventory, as discussed in the preceding paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of the Habitat for Humanity of Mesa County, Inc. as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in cursive script, appearing to read "Soronon Donley Patterson".

SORONEN, DONLEY, PATTERSON CPA'S, P.C.  
September 29, 2016



HABITAT FOR HUMANITY OF MESA COUNTY, INC.

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2016

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$991,605
Accounts Receivable	29,239
Mortgage Loans Receivable - Current Portion	154,073
Homes Under Construction	54,745

TOTAL CURRENT ASSETS 1,229,662

PROPERTY & EQUIPMENT

Building and Land	3,026,100
Equipment	128,408
Less: Accumulated Depreciation	(588,874)

NET PROPERTY & EQUIPMENT 2,565,634

OTHER ASSETS

Mortgage Loans Receivable - Long-Term	1,029,553
Land Available for Construction	1,151,441

TOTAL OTHER ASSETS 2,180,994

TOTAL ASSETS \$5,976,290

LIABILITIES & NET ASSETS

CURRENT LIABILITIES

Current Portion of Long-Term Debt	\$120,376
Accounts Payable and Accrued Liabilities	151,494

TOTAL CURRENT LIABILITIES 271,870

LONG-TERM DEBT 1,546,686

NET ASSETS

Unrestricted Net Assets	4,157,734
Temporarily Restricted Net Assets	0

TOTAL NET ASSETS 4,157,734

TOTAL LIABILITIES & NET ASSETS \$5,976,290

See accompanying notes.



HABITAT FOR HUMANITY OF MESA COUNTY, INC.

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2016

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<b>REVENUE AND SUPPORT</b>			
Contributions	\$172,094	\$0	\$172,094
Grants	0	20,309	20,309
Program Income			
Sale of Houses & Mortgages	472,162	0	472,162
Mortgage Discount Amortization	79,208	0	79,208
Habitat ReStore			
Sales	1,129,877	0	1,129,877
Rent Income	60,000	0	60,000
Other	4,934	0	4,934
Net Assets Released from Restrictions	20,309	(20,309)	0
<b>TOTAL REVENUE AND SUPPORT</b>	<u>1,938,584</u>	<u>0</u>	<u>1,938,584</u>
<b>EXPENSES</b>			
Program Services			
Construction of Houses	893,546	-	893,546
Habitat ReStore	631,121	-	631,121
Supporting Services			
Management & General	209,787	-	209,787
Fund-raising	24,962	-	24,962
<b>TOTAL EXPENSES</b>	<u>1,759,416</u>	<u>0</u>	<u>1,759,416</u>
CHANGE IN NET ASSETS	179,168	0	179,168
NET ASSETS - BEGINNING	<u>3,978,566</u>	<u>0</u>	<u>3,978,566</u>
NET ASSETS - ENDING	<u>\$4,157,734</u>	<u>\$0</u>	<u>\$4,157,734</u>

See accompanying notes.

## HABITAT FOR HUMANITY OF MESA COUNTY, INC.

### STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2016

	<u>Program Services</u>			<u>Supporting Services</u>		
	<u>Construction of Houses</u>	<u>Habitat ReStore</u>	<u>Total</u>	<u>Management &amp; General</u>	<u>Fund-raising</u>	<u>Total</u>
Compensation And Related Expenses						
Compensation	\$176,810	\$318,446	\$495,256	\$87,955	\$0	\$583,211
Employee Benefits	11,783	6,541	18,324	7,794	78	26,196
Payroll Taxes	14,660	29,213	43,874	7,493	0	51,367
Total Compensation and Related Expenses	<u>203,253</u>	<u>354,201</u>	<u>557,454</u>	<u>103,242</u>	<u>78</u>	<u>660,774</u>
Advertising & Marketing	758	1,545	2,303	1,020	830	4,153
Construction Cost of Houses						
Construction Expense	384,073	0	384,073	0	0	384,073
Discount on Mortgage Loans Receivable	241,872	0	241,872	0	0	241,872
Depreciation	2,215	66,517	68,732	1,001	994	70,726
Dues, Fees, Subscriptions	3,329	16,802	20,131	2,889	0	23,019
Habitat for Humanity International	10,500	0	10,500	0	0	10,500
Insurance	9,080	14,132	23,211	7,739	7,739	38,689
Interest	0	73,394	73,394	0	0	73,394
Office Supplies	1,121	7,323	8,444	7,875	212	16,531
Other	7,019	7,916	14,935	10,528	5,998	31,461
Professional Fees	15,726	7,960	23,686	7,960	8,205	39,852
Rent	19	19	38	13,219	19	13,276
Repairs & Maintenance	0	11,694	11,694	0	0	11,694
Settlement	0	0	0	45,000	0	45,000
Supplies	0	10,829	10,829	0	0	10,829
Telephone	3,739	4,820	8,559	4,637	887	14,084
Travel & Meals	2,324	1,761	4,085	3,608	0	7,694
Utilities	0	41,934	41,934	0	0	41,934
Vehicle Expense	6,349	9,316	15,665	0	0	15,665
Volunteer Expense	2,170	957	3,127	1,069	0	4,196
TOTAL EXPENSES	<u>\$893,546</u>	<u>\$631,121</u>	<u>\$1,524,667</u>	<u>\$209,787</u>	<u>\$24,962</u>	<u>\$1,759,416</u>

See accompanying notes.

# HABITAT FOR HUMANITY OF MESA COUNTY, INC.

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2016

CASH FLOWS FROM OPERATING ACTIVITIES	
Increase (Decrease) in Net Assets	\$179,168
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by:	
Operating Activities:	
Depreciation	70,726
(Increase) Decrease in Operating Assets:	
Accounts Receivable	12,986
Mortgage Loans Receivable	(109,982)
Homes Under Construction	134,965
Land Available for Construction	7,384
Increase (Decrease) in Operating Liabilities:	
Accounts Payable and Accrued Liabilities	52,188
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>347,435</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Principal Payment on Long-Term Debt	<u>(218,317)</u>
NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES	<u>(218,317)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	129,118
BEGINNING CASH AND CASH EQUIVALENTS	<u>862,487</u>
ENDING CASH AND CASH EQUIVALENTS	<u><u>\$991,605</u></u>
SUPPLEMENTAL DISCLOSURES	
Interest Paid	\$73,394

See accompanying notes.



HABITAT FOR HUMANITY OF MESA COUNTY, INC.  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016

NOTE A – NATURE OF ACTIVITIES

Description of the Organization

Habitat for Humanity of Mesa County, Inc. (the Organization) was incorporated in 1990, and works with economically disadvantaged people (program recipients) to help them create a better human habitat in which to live and work in the Mesa County, Colorado area. Its current program is to build houses and sell them interest free to program recipients who would not ordinarily qualify for mortgages on the open market. The program recipients are required to contribute a certain number of hours of their own time constructing the house. The organization is an affiliate of Habitat for Humanity International which assists with information resources, training, and publications, but Habitat for Humanity of Mesa County, Inc. is primarily responsible for its own operations.

The Organization also operates a ReStore, which accepts donations of used or surplus building supplies, furniture, appliances, and other household items and then resells them to the general public. All profits from the ReStore go toward building Habitat for Humanity homes in the Mesa County area.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND PROCEDURES

Basis of Presentation

The Organization reports information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted Net Assets – Net assets that are not subject to donor-imposed restrictions. In general, the unrestricted net assets of the Organization may be used at the discretion of the Organization's management and Board of Directors to support the Organization's purposes and operations.

Temporarily Restricted Net Assets – Net assets subject to donor-imposed stipulations that may or will be met, either by the Organization's actions and/or the passage of time. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently Restricted Net Assets – Net assets that must be maintained permanently by the Organization as required by the donor. The income earned from the investment of these assets is available for use by the Organization in accordance with donor restrictions.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Mortgage Loans Receivable

Homes are sold to qualified buyers at approximately the cost to build the home. Non-interest bearing mortgages are accepted as payment for the homes sold. Home sales are recorded at the discounted value of payments to be received over the lives of the mortgages. Non-interest bearing mortgages have been discounted to various rates based upon prevailing applicable federal rates. The Organization has a perfected security interest in all homes they sell. The value of each home is generally greater than the respective carrying value of the mortgage due.

Mortgage loans receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a charge to earnings and a credit to a valuation allowance based on its assessment of the current status of individual accounts. At year end, management believes mortgage loans receivable to be fully collectible, therefore no allowance has been recorded.

Homes Held for Sale

Homes that are foreclosed on or bought back from program recipients, and held for sale.

HABITAT FOR HUMANITY OF MESA COUNTY, INC.  
NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2016

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND PROCEDURES – Continued

Homes Under Construction

Homes under construction include the direct and indirect costs of construction, land, and the donated value of materials and professional services used in the construction of homes. Transfer to homeowners is recorded when the home is occupied and title is transferred.

Property and Equipment

The Organization follows the practice of capitalizing all expenditures for land, buildings, and equipment of \$5,000 or more. The fair value of donated assets is similarly capitalized. Depreciation is computed using the straight-line method over the estimated useful lives of 40 years for buildings and improvements, and 5-7 years for equipment.

Land Available for Construction

The Organization acquires land for future housing projects. Purchased land is capitalized at cost and donated land is capitalized at the fair value at the date of donation. Once home construction on the land has begun, the recorded cost of the land is reported in the homes under construction account.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Income Taxes

The Organization is exempt from Federal and State income taxes under the provisions of Internal Revenue Code Section 501 (c) (3).

Functional Reporting of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Donated Services

No amounts have been reflected in the financial statements for donated services. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization. The Organization receives more than 35,000 volunteer hours per year.

Subsequent Events

Management has evaluated subsequent events through September 29, 2016, the date the financial statements were available to be issued.

NOTE C – MORTGAGE LOANS RECEIVABLE

The Organization currently holds thirty nine non-interest bearing mortgage loans. The mortgage loans are primarily for a period of twenty to thirty years.

Mortgage loans receivable at fair value are summarized as follows:

Principal payments expected to be collected  
 in the year ending June 30:

2017	\$ 154,073
2018	153,094
2019	151,240
2020	150,676
2021	150,676
Thereafter	<u>1,947,517</u>
	2,707,276
Less unamortized discount	<u>(1,523,650)</u>
Mortgage Loans Receivable at June 30, 2016	<u>\$ 1,183,626</u>



HABITAT FOR HUMANITY OF MESA COUNTY, INC.  
NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2016

NOTE D – HOMES UNDER CONSTRUCTION

Construction in progress includes land cost, direct material, labor costs, and other costs incurred for construction. A summary of home building activity is as follows:

	<u>Number</u>	<u>Costs</u>
Construction in Progress, July 1, 2015	3	\$ 189,709
Additional Costs Incurred and New Homes Started During the Year	1	247,732
Homes Transferred During the Year	(3)	(382,697)
Construction in Progress, June 30, 2016	1	\$ 54,744

NOTE E – LONG-TERM DEBT

Note payable – Financial Institution

Payable in monthly installments of \$14,134, including principal and interest at a rate of 4.735%, final payment due on October 18, 2032, collateralized by real estate property

\$ 1,544,968

Note payable – Financial Institution

Payable in monthly installments of \$1,359, including principal and interest at a rate of 0.00%, final payment due January 2024, collateralized by real estate property

122,094

1,667,062

(120,376)

Less: Current-Portion

Total

\$ 1,546,686

Maturities of long-term debt are as follows:

2017	\$ 120,376
2018	125,041
2019	129,894
2020	134,964
2021	140,261
Thereafter	1,016,526
Total	\$ 1,667,062

NOTE F – CONCENTRATION OF CREDIT RISK

The Organization maintains its cash accounts in a financial institution. Accounts are guaranteed by Federal Deposit Insurance up to \$250,000. At various times during the year, cash accounts may exceed the Federal Deposit Insurance Limit. Management is aware of such exposure and is willing to accept the risks associated with the potential losses involved.

Concentrations of credit risk with respect to mortgage loans receivable are minimized through strict selection process of program recipients. The Organization applies program recipient selection guidelines to ensure that they possess the ability to pay back the non-interest bearing loans to the Organization. However, since all of the program recipients reside in Mesa County, Colorado, there is a geographic aspect of the concentrations of credit risk the Organization cannot mitigate.

HABITAT FOR HUMANITY OF MESA COUNTY, INC.  
NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2016

NOTE G – OPERATING LEASES

Organization's Office Space

The Organization leases office space. Rent expense is \$1,100 per month through February 2017. Rent expense for the year ending June 30, 2016 was \$13,276.

Minimum future lease payments are as follows:

Year Ending June 30:

2017	8,800
Total	\$ 8,800

Lease Income from Tenant

The Organization leased office space to a tenant under a noncancelable operating lease with a term of five years and a two year option to renew with monthly rent of \$5,750. The lease expired on August 31, 2016 and is now collected on a month to month basis with the same tenant.

NOTE H – HABITAT RESTORE

The Organization operates a discount home improvement center (The“ReStore”). The ReStore receives donations of building supplies, furniture, and appliances and sells these items to the general public. The donated items are recorded in the statement of activities at their fair market value. The fair market value is determined by the selling price for that item. The accounting for the donations and the sales transactions is as follows:

Donations of items to Habitat ReStore	\$ 1,129,877
Sales of donated and purchased items	1,129,877
Fair market value of items sold	(1,129,877)
Purchased inventory	0
Gross revenue from Habitat ReStore operation	\$ 1,129,877

NOTE I – CONTRIBUTION TO HABITAT FOR HUMANITY INTERNATIONAL, INC.

Each year the Organization contributes to Habitat for Humanity International for their international housing programs. For the year ended June 30, 2016, contributions to Habitat for Humanity International were \$10,500.

SAM #

USER NAME  PASSWORD

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[Create an Account](#)

# Search Results

## Quick Search Results

Your search returned the following results...		<b>Glossary</b>															
<p><b>Notice:</b> This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.</p>																	
<table border="1"> <tr> <td>Entity</td> <td>HABITAT FOR HUMANITY</td> <td>Status: Active <input type="button" value="⊕"/></td> </tr> <tr> <td>DUNS: 613533319</td> <td>CAGE Code: 7CJR3</td> <td><input type="button" value="View Details"/></td> </tr> <tr> <td>Has Active Exclusion?: No</td> <td>DoDAAC:</td> <td></td> </tr> <tr> <td>Expiration Date: 02/09/2018</td> <td>Delinquent Federal Debt? No</td> <td></td> </tr> <tr> <td colspan="3">Purpose of Registration: Federal Assistance Awards Only</td> </tr> </table>	Entity	HABITAT FOR HUMANITY	Status: Active <input type="button" value="⊕"/>	DUNS: 613533319	CAGE Code: 7CJR3	<input type="button" value="View Details"/>	Has Active Exclusion?: No	DoDAAC:		Expiration Date: 02/09/2018	Delinquent Federal Debt? No		Purpose of Registration: Federal Assistance Awards Only			<b>Search Results</b> <a href="#">Entity</a> <a href="#">Exclusion</a> <b><a href="#">Search Filters</a></b> <a href="#">By Record Status</a> <a href="#">By Record Type</a>	
Entity	HABITAT FOR HUMANITY	Status: Active <input type="button" value="⊕"/>															
DUNS: 613533319	CAGE Code: 7CJR3	<input type="button" value="View Details"/>															
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Purpose of Registration: Federal Assistance Awards Only																	

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**Note to all Users:** This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.





## Board List - Habitat for Humanity of Mesa County

<b>Name:</b>	<b>Officer Position:</b>	<b>Committee Position(s):</b>	<b>Term ends:</b>	<b>Occupation:</b>	<b>Employer:</b>
Peter Icenogle Grand Junction	President	Executive/Construction Family Support/Strategic Planning	6/30/17	Vice President	The Blythe Group
Pam Francil Grand Junction	Secretary	Executive/Family Selection Strategic Planning/Public Relations	6/30/15	Bus. Devel.	CHFA
Linda Kochevar Grand Junction	Treasurer	Executive/Strategic Planning Finance/Construction	6/30/16	CPA	self
Kevin Chesney Grand Junction	Past President	Executive/ FIAT Strategic Planning/Family Selection	6/30/17	Bank Officer	Alpine Bank
Doug Sorter Grand Junction	Vice President	Family Support/Public Relations	6/30/15	Bus. Devel.	Strive (Developmntl Suppor)
Alice Young Grand Junction		Family Support/ReStore Adv.	6/30/17	Manager	Colo. Land Title
Scott Sorenson Grand Junction		Construction	6/30/17	Architect	Austin Civil Group
Justin Menge Grand Junction		Family Selection/Finance	6/30/19	V. President	Alpine Bank
Jill Crone Grand Junction		Family Support	6/30/19	Property Manager	Bray & Co. Realtors
Vicky Shaw Grand Junction		FIAT (Faith In Action Team)	6/30/19	Admin. Coordinator	MC Health Dept.
Laurie Cartwright		Volunteer Advisory	6/30/19	Reverend	1 <sup>st</sup> United Methodist



Dear Applicant:

Thank you for your interest in the Habitat for Humanity Partner Program. Habitat for Humanity is a faith based not-for-profit organization that offers decent, energy efficient, affordable housing to families that do not qualify for home loans through conventional lenders. Our program is designed to give families a hand up by making homeownership affordable. We do this by selling homes to our Partner Families at cost and by giving them no interest mortgages. Construction costs are reduced by using volunteer labor. Partner families also help with the building of their homes and the homes of others.

We are pleased that you have taken this first step toward becoming a Habitat Partner. We have tried to make our application easy to complete and clear in regards to the documentation that must be submitted with the application. However, should you need assistance, we are happy to help you through the application process. Please feel free to contact Miffie Blozvich, Development Director at 970-255-9850 ext. 207, anytime along the way.

Sincerely,

The Habitat for Humanity Team

Habitat for Humanity 200 Grand Ave, Suite 101L Grand Junction, CO 81501 970-255-9850 <a href="http://www.hfhmesa.org">www.hfhmesa.org</a>
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# Partner Program Eligibility Requirements

## Section A



Habitat for Humanity of Mesa County is financed through both private and federal contributions and utilizes volunteers, along with family members, to build homes which are then sold to successful Family Partners **at cost** and with a **no-interest mortgage** that includes property taxes and insurance. The average monthly payment will be approximately 25% to 30% of your monthly income. Actual expenses may vary.

In order to become a Habitat homeowner, an applicant must:

- ✓ meet all of the requirements and conditions listed in Section A
- ✓ provide all of the required supporting documents listed in Section B
- ✓ complete an Application for Housing (Section C)
- ✓ meet the financial requirements
- ✓ complete all Sweat Equity requirements
- ✓ demonstrate a true Habitat Partner attitude
- ✓ be selected as a Family Partner

If you are interested in owning a Habitat home and you believe that you meet the following guidelines, we encourage you to complete this application and return it to: **200 Grand Ave, Suite 101L, Grand Junction, CO 81501**. If you need assistance when completing this application, please call (970)255-9850 (Office hours: Mon - Fri, 8am - 4pm). All information gathered by HFHMC is considered confidential and will only be used for our Family Selection Process.

If you are able to answer “**yes**” to the following statements, you are invited to complete this application for the Habitat Partner Program:

- I/we meet the **minimum** annual income requirement of at least 30%-65% of annual HUD income limitation guidelines (see attached chart).
- I/we have lived in Mesa County for at least **one year** prior to the date of application.
- I/we acknowledge that in order to qualify for a Habitat home, I/we must be a **U.S. Citizen** or have **Legal Permanent Resident** Status.
- I/we understand the Sweat Equity requirements and am/are willing to partner with Habitat for Humanity of Mesa County.
- I/we understand that I/we must pay a down payment of approximately \$1,750 towards our home. \$250 is due upon acceptance into the Habitat Partner Program, \$250 is due after 150 hours of sweat equity have been completed and approximately \$1,250 is due at closing (this cost will vary with each home).
- I/we are responsible about paying our bills and I/we have not filed for bankruptcy in the past two years.
- I/we understand that I/we am/are applying for a homeownership program offered by Habitat for Humanity of Mesa County. I/we am/are prepared to make monthly mortgage payments.





## Partner Application Checklist

### Section B

Along with a **completed** and **signed** application, please include the following information and documentation for both the Applicant and Co-applicant:

- \_\_\_ copies of your last twelve (12) months' pay stubs
- \_\_\_ copies of your last twelve (12) months' bank statements
- \_\_\_ copies of one (1) month's household bills
- \_\_\_ copies of your filed income tax returns for the past three (3) years
- \_\_\_ a copy of your current rental agreement or lease (if you do not have either a rental or lease agreement, please provide a money order receipt or a cancelled rent check)
- \_\_\_ two (2) character reference letters (preferably from an employer, landlord, neighbor or church leader); these letters must be signed and dated and must contain the contact information including the telephone number for the person giving the referral
- \_\_\_ a statement indicating what your housing need or current housing situation is (page 3); for example: poor heating or plumbing, leaky roof, overcrowding (three or more to a bedroom), unsafe or unsanitary conditions or special family needs, rent to income ratio (the amount of rent you pay in comparison to your gross income)
- \_\_\_ a signed Waiver and Authorization Form (page 7) giving Habitat for Humanity of Mesa County permission to perform a background check upon being selected as a Partner Family
- \_\_\_ a letter explaining your interest in becoming a Habitat homeowner (see page 8 for details)



# Application for Housing

200 Grand Ave, Suite 101L, Grand Junction, CO 81501 Ph: 255-9850 Fax: 241-0311

**Dear Applicant:** We need you complete this application to determine if you qualify for a Humanity home. Please complete this application as thoroughly and accurately as possible. All information you provide on this application will be kept confidential. Your application and all supporting documentation you provide will become the property of Habitat for Humanity of Mesa County, therefore, we ask that you please provide us copies and not original documents.

### 1. Applicant Information

Last Name	First Name	M.I.	Social Security Number	Date of Birth	Home Phone
					Cell Phone
Married <input type="checkbox"/> Unmarried <input type="checkbox"/> Separated <input type="checkbox"/>		Drivers License Number:		Are you a US Citizen?	Yes No
				Lawful Permanent Resident ID #: _____	
Present Address			City	State	Zip Code
Rent <input type="checkbox"/> Own <input type="checkbox"/> How long have you lived at your present address? _____					
Previous Address			City	State	Zip Code
Rent <input type="checkbox"/> Own <input type="checkbox"/> How long did you live at your previous address? _____ <b>Please provide your housing info for the past five (5) years. If you require additional space, please record info on a separate piece of paper and attach to application.</b>					

### 2. Co-Applicant Information

Last Name	First Name	M.I.	Social Security Number	Date of Birth	Home Phone
					Cell Phone
Married <input type="checkbox"/> Unmarried <input type="checkbox"/> Separated <input type="checkbox"/>		Drivers License Number:		Are you a US Citizen?	Yes No
				Lawful Permanent Resident ID #: _____	
Present Address			City	State	Zip Code
Rent <input type="checkbox"/> Own <input type="checkbox"/> How long have you lived at present address? _____					
Previous Address			City	State	Zip Code
Rent <input type="checkbox"/> Own <input type="checkbox"/> How long did you live at your previous address? _____ <b>Please provide your housing info for the past five (5) years. If you require additional space, please record info on a separate piece of paper and attach to application.</b>					

### 3. Dependents of Applicant/Co-Applicant Who Will Reside in Family Home

Name of Dependents	Date of Birth	Male	Female
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

If you have additional dependants and you require additional space, please record your information on a separate piece of paper.

**4. Applicant Employment Information**

Name and Address of Current Employer			Business Phone
Date of Hire	Hourly Wage / Hours per Week	Average Monthly Income	Type of Business

Job Title or Description:

**If you have been employed at your current job less than one year, please provide your previous employment information**

Name and Address of Previous Employer			Business Phone
Employed From: To:	Hourly Wage / Hours per Week	Average Monthly Income	Type of Business

Job Title or Description:

**5. Co-Applicant Employment Information**

Name and Address of Current Employer			Business Phone
Date of Hire	Hourly Wage / Hours per Week	Average Monthly Income	Type of Business

Job Title or Description:

**If you have been employed at your current job less than one year, please provide your previous employment information**

Name and Address of Previous Employer			Business Phone
Employed From: To:	Hourly Wage / Hours per Week	Average Monthly Income	Type of Business

Job Title or Description:

**6. Homebuyer Information**

Have you ever owned a home before? Yes  No  If yes, why do you no longer own it? \_\_\_\_\_

\_\_\_\_\_

Dates of Ownership: \_\_\_\_\_ to \_\_\_\_\_

Do you own land? Yes  No  If yes, please describe, include location: \_\_\_\_\_

\_\_\_\_\_

Land monthly loan payment: \$\_\_\_\_\_ Total unpaid loan balance on land: \$\_\_\_\_\_

Have you ever applied for a Habitat Home before? Yes  No  If yes, when? \_\_\_\_\_

How did you hear about Habitat for Humanity? \_\_\_\_\_







**9. Combined Monthly Expenses and Debt**

Monthly Expenses	Name of Creditor	Monthly Payment	Current Balance	Past Due?
<b>Misc. Household Expenses</b>				
House Rent				
Gas / Electric				
Trash / Water / Sewer				
Cable / Satellite TV / Internet				
Telephone				
Furniture				
Groceries				
<b>Loans</b>				
Auto _____ months remaining				
Student _____ months remaining				
Personal _____ months remaining				
<b>Medical / Dental</b>				
Doctor				
Hospital				
Dental				
Prescriptions				
<b>Insurance</b>				
Renter's				
Auto				
Medical / Health				
Dental				
Life				
<b>Misc. Personal Care</b>				
Cell Phones				
Hair Care / Salon Services				
Clothing				
Entertainment				
<b>Ex-Family Expenses</b>				
Child Support				
Alimony				
<b>Other Expenses</b>				
Car Repair				
Car Gas				
Credit Card:				
Credit Card:				
Children's School Expenses				
Childcare				
Other:				
<b>Total Monthly Expenses</b>	\$			

**10. Monthly Income—Applicant/Co-Applicant**

Monthly Income Source	Applicant Income	Co-Applicant Income	Others in Household Income
Base Employment Income			
Second Job Income			
AFDC / TANF			
Food Stamps			
Social Security (SSA)			
Social Security (SSI)			
Disability			
Alimony			
Child Support			
Other:			
Other:			
		<b>Combined Monthly Income</b>	<b>\$</b>

Are either you the Applicant or the Co-applicant self-employed? \_\_\_\_\_ If yes, please describe: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Are there additional members of your household over the age of 18 who are earning income? \_\_\_\_\_ If yes, please list below:

Name	Age	Name	Age
_____	_____	_____	_____
_____	_____	_____	_____

**11. Assets**

**Please list all Checking and Savings Accounts below:**

Name and Address of Bank, Savings & Loan or Credit Union	Name and Address of Bank, Savings & Loan or Credit Union
Account Number: _____ Balance: \$ _____	Account Number: _____ Balance: \$ _____
Name and Address of Bank, Savings & Loan or Credit Union	Name and Address of Bank, Savings & Loan or Credit Union
Account Number: _____ Balance: \$ _____	Account Number: _____ Balance: \$ _____

**Please list all other monetary assets below, including Money Market Accounts, CD's, Stocks, Savings Bonds, etc.:**

Source	Value	Source	Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**12. Source of Down Payment and Closing Costs**

If you are approved for a Habitat home, the down payment will be \$500 and the closing costs will be approximately \$1,250. How will you get the money to pay for these costs? If you plan on borrowing the money to pay these costs, from whom with you borrow this money? How and when do you plan to pay the money back? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**13. Declarations**

	Applicant	Co-Applicant
a. Are you currently involved in a lawsuit?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Do you have debt because of a court decision against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Are you presently delinquent or in default on any federal debt or any other loan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
d. Are you a co-signer on another note?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Are there any outstanding judgments against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
f. Have you declared bankruptcy in the past seven years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have you had any property foreclosed upon in the past seven years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
h. Have you had anything repossessed within the past seven years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
i. Have any of your accounts been placed into collections in the past three years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
j. Have you ever been convicted of a felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
k. Are you paying alimony or child support?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered yes to any questions "a" thru "k", please provide a detailed explanation below:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**14. Affirmation Statement**

I understand that by filing this application, I am authorizing Habitat for Humanity of Mesa County to evaluate my actual need for a Habitat home, my ability to repay a no-interest loan and other expenses of homeownership and my willingness to be a partner family. I understand that the evaluation will include personal visits, a credit check, and employment verification. I have answered all the questions on this application truthfully. I understand that if I have not answered the questions truthfully, my application may be denied, and that even if I have already been selected to receive a Habitat home, I may be disqualified from the program. The original or a copy of this application will be retained by Habitat for Humanity, even if the application is not approved along with all of the supporting documentation I have submitted along with this application.

Applicant Signature _____	Date _____	Co-Applicant Signature _____	Date _____
---------------------------	------------	------------------------------	------------

**For office use only**

Application received by office staff: _____	Application reviewed by Family Selection: _____
Family invited for initial interview: _____	Family invited for second interview: _____
Home visit completed on: _____	Board of Directors: _____ Accepted or Denied
Date applicant accepted into program: _____	Family Support Partner: _____



15. Disclosure and Release Authorization

# HABITAT FOR HUMANITY OF MESA COUNTY

200 Grand Ave, Ste. 101L  
Grand Junction, CO 81501  
Phone: (970) 255-9850 Fax: (970) 241-0311

**Disclosure:** Under the applicable provisions of the Federal Fair Credit Reporting Act (FCRA) and the Driver Privacy Protection Action (DPPA), notice is hereby given that Investigative Reports are being requested from local Law Enforcement Agencies and/or other third-party investigative sources. The report may include, but not limited to, the following types of information: employment history, driving record, worker's compensation claims, credit, civil records and criminal records including sex offender offenses.

**Release Authorization:** I AUTHORIZE, WITHOUT RESERVATION, ANY PARTY OR AGENCY CONTACTED BY HABITAT FOR HUMANITY OF MESA COUNTY TO FURNISH THE ABOVE-MENTIONED INFORMATION. I HEREBY ACKNOWLEDGE THAT A PHOTOGRAPHIC COPY OR FAX OF THIS NOTICE SHALL BE VALID AS THE ORIGINAL. I AGREE TO RELEASE AND HOLD HARMLESS HABITAT FROM ANY LIABILITY ARISING FROM ANY ERRORS IN INFORMATION IT IS PROVIDED.

Applicant Name (print): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security #: \_\_\_\_\_ DL #: \_\_\_\_\_ State: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Applicant Name (print): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security #: \_\_\_\_\_ DL #: \_\_\_\_\_ State: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 16. Additional Information and Required Documentation

### Letter of Interest

Along with this application, please include a letter indicating your interest in becoming a Habitat homeowner. In this letter, please tell us:

- Why you should be chosen to become a Habitat homeowner.
- What it would mean to you to take part in the Habitat Partner Program.
- What it means to be a good neighbor and homeowner.
- If you are selected to become a Habitat Partner Family, you will be required to volunteer up to 500 hours of your time doing service with Habitat for Humanity. Once your home is complete, you will be expected to maintain a relationship with Habitat for Humanity by continuing to give of your time and abilities. Therefore, please also tell us in your letter how you currently volunteer or give back to the community in which you live.

### Obtaining a Credit Report

Along with this application, you must submit a current copy of your credit report that includes a credit score for both the applicant and co-applicant. You are entitled to one free credit report per year from each credit agency. You can order a credit report over the phone, through the mail or even over the internet. Listed below is the contact information for the top three credit agencies.

TransUnion (800) 680-7289 or [www.transunion.com](http://www.transunion.com)  
Equifax (800) 525-6285 or [www.equifax.com](http://www.equifax.com)  
Experian (800) 301-7195 or [www.experian.com](http://www.experian.com)

### Affiliate Procedures for Applicants with Disabilities or Challenges



Habitat for Humanity of Mesa County accommodates all applicants on a case by case basis, for example: English as a second language, visually impaired, hearing impaired, etc.

We are pledged to the letter and spirit of U.S. policy for the achievement of equal housing opportunity throughout Mesa County. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.

## 17. Information for Government Monitoring Purposes

**Please read this statement before completing the information below:** The following information is requested by the federal government for loans related to the purchase of homes, in order to monitor lender's compliance with equal credit opportunity and fair housing laws. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender may neither discriminate on the basis of this information, nor on whether you choose to furnish it or not. However, if you choose not to furnish it, under federal regulations this lender is required to note race and sex on the basis of visual observation or surname. If you do not wish to furnish the information below, please check the box below indicating so. (Lender must review the above material to assure that the disclosures satisfy all requirements to which the lender is subject under applicable state law for the loan applied for).

**Applicant Name:** \_\_\_\_\_  I do not wish to furnish this information  
**Race/National Origin:**  American Indian or Alaskan Native  Native Hawaiian or Other Pacific Islander  Black / African American  
 Caucasian  Asian  American Indian or Alaskan Native AND Caucasian  Asian and Caucasian  
 American Indian or Alaskan Native AND Black / African American  Other (specify): \_\_\_\_\_  
**Ethnicity:**  Hispanic  Non-Hispanic  
**Sex:**  Female  Male **Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Marital Status:**  Married  Separated  Unmarried (Including Single, Divorced, Widowed)

**Co-Applicant Name:** \_\_\_\_\_  I do not wish to furnish this information  
**Race/National Origin:**  American Indian or Alaskan Native  Native Hawaiian or Other Pacific Islander  Black / African American  
 Caucasian  Asian  American Indian or Alaskan Native AND Caucasian  Asian and Caucasian  
 American Indian or Alaskan Native AND Black / African American  Other (specify): \_\_\_\_\_  
**Ethnicity:**  Hispanic  Non-Hispanic  
**Sex:**  Female  Male **Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Marital Status:**  Married  Separated  Unmarried (Including Single, Divorced, Widowed)





Average Number of Hours Worked Per Week: \_\_\_\_\_ Regular Hours

Regular Rate of Pay: \$ \_\_\_\_\_ per \_\_\_\_\_

Average Number of Overtime (OT) Hours Worked Per Week: \_\_\_\_\_

Rate of Pay for **Overtime** Hours: \_\_\_\_\_

Other Income: Commissions, Tips, or Bonuses: \$ \_\_\_\_\_ per \_\_\_\_\_

Is employee's work (check those that apply):  Seasonal  Agricultural  Sporadic

Indicated pay off period: \_\_\_\_\_

Additional Comments:

\_\_\_\_\_

The above information was completed by:

\_\_\_\_\_  
Printed Name of Employer/Authorized Representative

X \_\_\_\_\_  
Signature of Employer/Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number





## EEO / AFFIRMATIVE ACTION / VETERAN DISCLOSURE FORM

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

LAST FOUR DIGITS OF SOCIAL SECURITY #: \_\_\_\_\_

JOB TITLE \_\_\_\_\_

**Habitat for Humanity of Mesa County** is committed to **EQUAL EMPLOYMENT OPPORTUNITY (EEO), AFFIRMATIVE ACTION** and **VETERAN EMPLOYMENT** practices. We ask that all applicants **VOLUNTARILY** provide the following information to monitor compliance with various governmental requirements.

Thank you for your cooperation.

CHECK ALL THAT APPLY:

- |  |   |
|--|---|
| <input type="checkbox"/> MALE [M]                      | <input type="checkbox"/> WHITE [W]  |
| <input type="checkbox"/> FEMALE [F]                    | <input type="checkbox"/> AMERICAN INDIAN / ALASKAN NATIVE [I]                   |
| <input type="checkbox"/> ASIAN [A]                     | <input type="checkbox"/> NATIVE HAWAIIAN/PACIFIC ISLANDER [O]                   |
| <input type="checkbox"/> BLACK OR AFRICAN-AMERICAN [B] | <input type="checkbox"/> TWO OR MORE RACES [T]                                  |
| <input type="checkbox"/> HISPANIC OR LATINO [H]        | <input type="checkbox"/> I choose not to provide the information requested. [Z] |

VIETNAM ERA VETERAN

\_\_\_\_\_ No \_\_\_\_\_ Yes

Served on active duty for a period of more than 180 days, any part of which occurred between 8/5/64 and 5/7/75, and was discharged or released with other than a dishonorable discharge or because of a service connected disability.

SPECIAL DISABLED VETERAN

\_\_\_\_\_ No \_\_\_\_\_ Yes

Entitled to disability compensation under laws administered by the Veteran's Administration for a disability rated 30 percent or more or rated at 10-20 percent in the case of a veteran who has been determined under Section 1506 of Title 38, U.S.C., to have a serious employment disability, or charged/released from active duty because of a service connected disability.

NEWLY SEPARATED VETERAN

\_\_\_\_\_ No \_\_\_\_\_ Yes

Released or discharged from active duty within last one year period.



## 2017 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Applications and all attachments must be submitted to the City of Grand Junction electronically no later than 4:00 pm on Wednesday, March 15, 2017 to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org)

### APPLICANT BACKGROUND

1. Organization Name:

Housing Resources of Western Colorado

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2. Organization Address:

524 30 Road, Suite 3

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Grand Junction, CO 81504

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3. Organization DUNS Number (Data Universal Number System) (required):

*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf):*

149429300

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4. Organization or Parent Organization EIN/TIN Number (required):

84-0879892

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5. Primary Contact Person:

Katie Bowman

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Phone: 970-241-2671

FAX: 970-245-4853

---

Email: [katieb@hrwco.org](mailto:katieb@hrwco.org)

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6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

The mission of Housing Resources of Western Colorado (HRWC), a private non-profit corporation, is to provide affordable housing and promote the wise and sustainable use of resources. HRWC also serves the development needs of the communities in non-entitlement areas. Housing Resources of Western Colorado offers education and awareness programs, opportunities for community revitalization, and the provision of decent, safe, and affordable housing for those with low and moderate incomes. There are four core programs: Weatherization, Self-Help, Home Rehabilitation, and Property Management. Other programs include the Critical Repair, Homeowner Education, and CARE. HRWC has been a charter member of NeighborWorks America since 1999 and a Certified Housing Development Organization for the State of Colorado, Division of Housing, since 1995.

10. Which describes your organization (check all that apply)?

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> A non-profit with 501(c)3 status | <input type="checkbox"/> Housing Authority                       |
| <input type="checkbox"/> Governmental Agency                         | <input type="checkbox"/> Quasi-Governmental Agency               |
| <input type="checkbox"/> Faith based                                 | <input type="checkbox"/> Public Service /Human Services Provider |
| <input type="checkbox"/> Public Organization                         | <input type="checkbox"/> Other _____                             |

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.

In 2016, HRWC received 22,500. As of 2/16/2017 the remaining dollar amount is \$ 465.00. HRWC is currently reviewing repairs that will be within the range of \$465.00 in order to complete the CDBG funding.

12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

No employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project.

## FUNDING REQUEST SUMMARY

1. Project Name: Critical Repair Program
2. Project Address/Location: 524 30 Road, Suite 3 Grand Junction, CO 81504
3. Amount of CDBG funds requested for the project: \$ 22,500.00
4. Funding leveraged from other sources for this project: \$ 10,000.00
5. Total Project Budget: \$ 32,500.00
6. Minimum amount of CDBG funding to benefit your project: \$ 22,500.00

## PROJECT ELIGIBILITY

1. Which CDBG national objective does this project meet?

- Benefits low/moderate income individuals/households
- Addresses the prevention or elimination of slums or blight
- Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## SPECIFIC PROJECT INFORMATION

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

Housing Resources of Western Colorado provides low income residents with 24-hour critical repair services through its Critical Home Repair Program. The project consists of providing labor and materials/equipment which primarily includes roof repair, furnace repair, correcting carbon monoxide issues, frozen pipes, water heaters, electrical problems and evaporative cooling repair or replacement.

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Public or Human Service Project, is  New or  On-going?  
the service:

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period as compared to current operations)

The goal is to serve 100 families, due to a funding shortfall from other funding sources, HRWC was able to serve 52 families to date this past year, 39 of which were within the City of Grand Junction (note, one family was served 3 times.) Some homes required repairs that exceeded the budgeted \$300 per household which impacted available funding totals.

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

HRWC receives 300 calls per year for assistance. 52 households served through all fund sources. Top 3 repairs were plumbing, roof, cooling/heat. CDBG average repair (based on invoices): \$68/HRWC Labor; \$496.65 materials.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
Repairs w/in City of G.J.	\$ 22,500.00	CDBG	September 2017
Repairs outside City	\$ 10,000.00	United Way	Pending
<b>Total Budget</b>	<b>\$ 32,500.00</b>		

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: September 2017      Completion Date: December 2018

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

HRWC provides all labor and materials through funding sources. On occasion referrals are made to other organizations to offset costs, e.g. RSVP for small repairs.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

Total Served 2016: 40 CDBG; 13 United Way  
Estimate Served 2017: 40 CDBG; 25 United Way

2. **Persons Served by Project.** What percentage of total persons served by your organization live within the City limits? Provide an estimate of the number of persons who will benefit from the specific project that live within the City limits of Grand Junction.

52 households - 75% within Grand Junction city limits. It is the goal of HRWC to serve 100 households in the next program year, of which 70-75% will reside within the City limits of Grand Junction.

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?     Yes     No



If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.

If a client is a LEAP recipient, the LEAP approval letter will serve as determination of income.

If a client is qualifying through their income, all related income must be verified through pay stubs, social security annual letters, and other qualifying documentation.

Income is not to exceed the threshold of low/moderate income established guidelines.



## 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications and all attachments must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 15, 2017** to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org). The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.



2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: Anna K. Bowman

Title: Executive Director

Signature (typed acceptable): Anna K. Bowman

Date: 3/2/2017

**SAM Search Results**  
**List of records matching your search for :**  
**Record Status: Active**  
**DUNS Number: 069715217**  
**Functional Area: Entity Management, Performance Information**

<b>ENTITY</b>	GRAND JUNCTION, CITY OF	Status:Active
DUNS: 069715217	+4:	CAGE Code: 4SK15 DoDAAC:
Expiration Date: Jun 7, 2017	Has Active Exclusion?: No	Delinquent Federal Debt?: No
Address: 250 N 5TH ST		
City: GRAND JUNCTION	State/Province: COLORADO	
ZIP Code: 81501-2628	Country: UNITED STATES	



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248662390  
Mar. 22, 2011 LTR 4168C E0  
84-0879892 000000 00

00012668

BODC: TE

HOUSING RESOURCES OF WESTERN  
COLORADO  
524 30 RD STE 3  
GRAND JCT CO 81504-4437



014167

Employer Identification Number: 84-0879892  
Person to Contact: MR. PATTERSON  
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Mar. 11, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in JUNE 1985.

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

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

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

0248662390  
Mar. 22, 2011 LTR 4168C E0  
84-0879892 000000 00  
00012669

HOUSING RESOURCES OF WESTERN  
COLORADO  
524 30 RD STE 3  
GRAND JCT CO 81504-4437

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

Sincerely yours,



S. A. Martin, Operations Manager  
Accounts Management Operations

USER NAME  PASSWORD    
[Forgot Username?](#) [Forgot Password?](#)

[Create an Account](#)

# Entity Dashboard

[Entity Overview](#)

- › [Entity Registration](#)
  - › [Core Data](#)
  - › [Assertions](#)
  - › [Reps & Certs](#)
  - › [POCs](#)
- › [Exclusions](#)
  - › [Active Exclusions](#)
  - › [Inactive Exclusions](#)
  - › [Excluded Family Members](#)

## HOUSING RESOURCES OF WESTERN COLORADO

DUNS: 149429300 CAGE Code: 3QP2  
 Status: Active

524 30 RD STE 3  
 GRAND JUNCTION, CO, 81504-4437,  
 UNITED STATES

Expiration Date: 01/09/2018

- Purpose of Registration: Federal Assistance Awards Only

### Entity Overview

#### Entity Registration Summary

**Name:** HOUSING RESOURCES OF WESTERN COLORADO  
**Doing Business As:** ENERGY OFFICE, THE  
**Business Type:** Business or Organization  
**Last Updated By:** Scott Layton  
**Registration Status:** Active  
**Activation Date:** 01/09/2017  
**Expiration Date:** 01/09/2018

#### Exclusion Summary

Active Exclusion Records? No





Housing Resources of Western Colorado - Board of Directors

(update as of January 2017)

Name & Address	Phone	Term Ex	
Steve Ammentorp, ANB Bank Member Since Nov 2013 2699 Patterson Road, Grand Jct., CO 81506 <b>Board President</b> <a href="mailto:steven.ammentorp@ANBbank.com">steven.ammentorp@ANBbank.com</a>	W - 254-1805 C - 261-4161	Dec-17	
Dany Bode Member Since September 2015 640 Colony Road, Clifton, CO 81520 <a href="mailto:dany.bode@gmail.com">dany.bode@gmail.com</a>	C - 812-2186	Sep-17	CHDO Member
Linda Dannenberger, Mesa County Planning Member Since March 2014 785 Jordanna Rd., Grand Jct., CO 81506 <a href="mailto:Linda.Dannenberger@mesacounty.us">Linda.Dannenberger@mesacounty.us</a>	W - 244-1771 C - 261-9318 H - 243-2968	Mar-18	
Karla Distel, President of Distel Consulting Member Since November 2015 3110 D 3/4 Court, Grand Jct., CO 81504 <b>Secretary/Treasurer</b> <a href="mailto:Karla@DistelConsulting.com">Karla@DistelConsulting.com</a>	Ph - 799-4419	Nov-17	
Nita Gomez, Vectra Bank Member Since October 2012 2394 Patterson Rd., Grand Jct., CO 81505 <b>Vice President</b> <a href="mailto:nita.gomez@vectrabank.com">nita.gomez@vectrabank.com</a>	W - 683-5945 C - 946-0536 F - 248-9770	Oct-17	CHDO Member
Don Kendall, Hilltop Community Resources Member Since October 2014 1625 N 15th St, Grand Jct., CO 81501 <a href="mailto:don@htop.org">don@htop.org</a>	W - 244-0808 C - 210-1348 F - 241-3477	Oct-16	
Sandy Perry, Retired HR Member Since July 2014 425 Comstock Dr, Fruita, CO 81521 <a href="mailto:perry.mikesandy@yahoo.com">perry.mikesandy@yahoo.com</a>	C - 773-8048 H - 858-7553	Jul-18	
Karen Harkin, CHFA Member Since June 2016 2687 Lookout Lane, Grand Jct., CO 81503 <a href="mailto:kharkin@chfainfo.com">kharkin@chfainfo.com</a>	C - 303-498-9487	Jun-18	
Joanne Clarkson Member Since September 2016 1848 Linden #2, Grand Jct., CO 81503 <a href="mailto:jclarkson88270@gmail.com">jclarkson88270@gmail.com</a>	H - 589-1703	Sep-18	



# Housing Resources

Achieving self-sufficiency one home at a time.

## Emergency Repair Program Application

The Emergency Repair Program provides **minor** emergency repairs to income qualified homeowners living in the City limits of Grand Junction. This program requires proof of current income for all household members. For example: 1 month of current paystubs, social security income, tanf, LEAP and etc. **Please fill out this form completely (front & back) and submit proof of current income.** Thank you for your cooperation.

**Client Name:** \_\_\_\_\_  
(last name) (first name) (middle initial) (nickname)

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Mailing Address** (if different then above): \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ **Gender:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Race/Ethnicity:**  African American  Hispanic/Latino  American Indian/Alaskan Native  White  Asian/Pacific Islander

**Marital Status:**  Married  Single  Divorced  Widowed  Other **Employment:**  Fulltime  Part-time  N/A/Retired

**Are you a veteran?:**  Yes  No **Spouse of a veteran?:**  Yes  No **What is your primary language?:** \_\_\_\_\_

**Family/Household Size:** \_\_\_\_\_ **How many dependents?** \_\_\_\_\_

**Household Type:**  Single parent household  Single adult  Married without children  Married with children  
 Divorced  Separated  Widowed

**Emergency Contact Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_

**What is your living arrangement?:**  Live Alone  Live w/Spouse  Live w/Extended Family  Live w/Non-relatives

**Where do you live?:**  Own Home  Rent home/apartment  Family member's residence  Long-term Care Facility  
 Subsidized Housing/Senior Community  Group Home  Homeless  Other \_\_\_\_\_

**Are you Disabled?:**  Yes  No **Education:**  0-8<sup>th</sup> grade  9<sup>th</sup> -12<sup>th</sup> grade  HS Grad/ GED  College  College Grad

### Monthly Household Income:

Source of Income: (mark all that apply)	Date Started Receiving Income	Monthly Amount (gross)
Employment (fulltime or part time)	_____	_____
Social Security Retirement (SA)	_____	_____
Supplemental Security Income (SSI)	_____	_____
Social Security Disability Income (SSDI)	_____	_____
Old Age Pension (OAP)	_____	_____
Temporary Aid to Needy Families (TANF)	_____	_____
Aid to the Needy Disabled (AND)	_____	_____
Veterans Benefits/Pension	_____	_____
Retirement/ Pension	_____	_____
Unemployment Benefits	_____	_____
Food Assistance (Food Stamps)	_____	_____

**Do you receive Medicare?**  Yes  No

**Do you receive Medicaid?**  Yes  No



## **AFFIRMATIVE ACTION PLAN FOR PERFORMANCE OF FEDERALLY-ASSISTED CONSTRUCTION GRANTS OR CONTRACTS**

Housing Resources of Western Colorado (Employer) is an Equal Opportunity Employer. It has adopted a policy prohibiting unlawful discrimination or harassment against employees or applicants for employment because of race or color, religion or creed, sex or gender, sexual orientation, national origin or ancestry, age, physical or mental disability, or military status. This policy is included in its Employee Handbook, which is distributed to all employees. The Handbook policy advises employees how to report violations of the policy and assures employees that any complaints will be investigated and appropriate action taken. It also prohibits retaliation against employees for reporting such violations. This is not only the policy of Employer, it is Employer's practice in all personnel actions including, but not limited to recruitment, hiring, upgrading, promotion, demotion, layoff, or termination. Employer is an equal employment opportunity!

In addition to its policy and practice of providing equal employment opportunity, as described in its Handbook, Employer adopts this Affirmative Action Plan, in compliance with Executive Order 11246 and its interpreting regulations at 41 CFR §60 et seq. Employer agrees that during the performance of any grant or contract covered by these provisions:

1. Employer will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Employer will post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2. Employer will, in all solicitations or advertisements for employees placed by or on behalf of Employer, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin by advertising that "Employer is an Equal Opportunity Employer."
3. Employer will send to each labor union or representative of workers with which Employer has a collective bargaining agreement or other contract or understanding, if any, a notice to be provided advising the labor union or workers' representatives of Employer's commitment to equal opportunity employment, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. Employer will comply with all provisions of Executive Order 11246, and of the rules, regulations, and relevant orders of the Secretary of Labor to the extent applicable to

Employer.

5. Employer will furnish all information and reports required by Executive Order 11246 and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to Employer's books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6. Employer will include the above provisions, by reference, in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246, so that such provisions will be binding upon each subcontractor or vendor. Employer will take such action with respect to any subcontract or purchase order as the administering agency of the grant or contract may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event Employer becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, Employer may request the United States to enter into such litigation to protect the interests of the United States.
7. Employer shall take specific affirmative actions to ensure equal employment opportunity. Employer shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:
  - a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which Employer's employees are assigned to work. Employer shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out Employer's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
  - b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when Employer or its unions have employment opportunities available, and maintain a record of the organizations' responses.
  - c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to a union hiring hall for referral and was not referred back to Employer by the union or, if referred, not employed by Employer, this shall be documented in the file with the reason therefor, along with whatever additional actions Employer may have taken.

- d. Provide immediate written notification to the appropriate authority when the union or unions with which Employer has a collective bargaining agreement, if any, has not referred to Employer a minority person or woman sent by Employer, or when Employer has other information that the union referral process has impeded Employer's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to Employer's employment needs, especially those programs funded or approved by the Department of Labor. Employer shall provide notice of these programs to the recruitment sources compiled under section 7b above.
- f. Disseminate Employer's EEO policy by providing notice of the policy to unions with whom Employer has a collective bargaining agreement and training programs, if any, and requesting their cooperation in assisting Employer in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in any company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting Employer's EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
- g. Review, at least annually, Employer's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.
- h. Disseminate Employer's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing Employer's EEO policy with other Contractors and Subcontractors with whom Employer does or anticipates doing business.
- i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, Employer shall send written notification to

organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

- j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of Employer's work force.
  - k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
  - l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
  - m. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and Employer's obligations under these specifications are being carried out.
  - n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
  - o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
  - p. Conduct a review, at least annually, of all supervisors' adherence to and performance under Employer's EEO policies and affirmative action obligations.
  - q. Participate in voluntary associations which assist in fulfilling one or more of Employer's affirmative action obligations (7a through p).
8. Employer's efforts under this Affirmative Action Plan to provide equal employment opportunity and to take affirmative action applies to all minority groups, both male and female, and all women, both minority and non-minority.
9. Employer shall not use goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.
10. Employer shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.



11. Employer shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race (to the extent known), sex, status (e.g., mechanic, apprentice trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, Employer need not maintain separate records.

**Data Collection Form for Reporting on**  
**Audits of States, Local Governments, Indian Tribes, Institutions of Higher Education and Nonprofit**  
**For Fiscal Periods Beginning on or after December 26, 2014**

**PART I: GENERAL INFORMATION**

REPORTID: 696764 VERSION:1

<b>1. Fiscal Period End Date</b> 6/30/2016	<b>2. Type of Uniform Guidance Audit</b> Single Audit
<b>3. Audit Period Covered</b> Annual	
<b>4. Auditee Identification Numbers</b> a. Auditee Employer Identification Number (EIN) 84-0879892 b. Are multiple EINS covered in this report? No	d. Auditee Data Universal Numbering System (DUNS) Number 14-942-9300 e. Are multiple DUNS covered in this report? No
<b>5. Auditee Information</b> a. Auditee name HOUSING RESOURCES OF WESTERN COLORADO b. Auditee address (Number and street) 524 30 ROAD #3 Auditee City GRAND JUNCTION Auditee State CO Auditee ZIP Code 81504	<b>6. Primary Auditor Information</b> a. Audit Firm/Organization Name CHADWICK, STEINKIRCHNER, DAVIS & CO., P.C. b. Audit Firm/Organization EIN 84-0865725 c. Audit Firm/Organization address (Number and street) 225 N. 5TH STREET, SUITE 401 Audit Firm/Organization City GRAND JUNCTION Audit Firm/Organization State CO Audit Firm/Organization ZIP Code 81501-2655 d. Primary Auditor Contact Name T. MICHAEL NELSON Primary Auditor Contact Title PRINCIPAL e. Primary Auditor Contact Telephone (970)245-3000 f. Primary Auditor Contact E-mail MIKEN@CSDCPA.COM
c. Auditee Contact Name SHERYL ROGERS Auditee Contact Title ACCOUNTING DIRECTOR d. Auditee Contact Telephone (970)241-2871 e. Auditee Contact E-mail SHERYLR@HRWCO.ORG	7. Was a secondary auditor used? No

Housing Resources of Western Colorado

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended June 30, 2016

Federal Grantor/Pass Through Grantor/Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	2016 Amount of Award Expended
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Passed through the Colorado Division of Housing HOME Investment Partnerships Program	14.239	H5HOM15001	\$ 82,500
U.S. DEPARTMENT OF ENERGY			
Passed through the Colorado Governor's Energy Office			
Weatherization Assistance for Low-Income Persons	81.042	C900819	554,941
State Energy Program	81.041	C900819	<u>408,909</u>
	Total U.S. DEPARTMENT OF ENERGY		<u>963,850</u>
U.S. DEPARTMENT OF AGRICULTURE			
Direct Program			
Rural Self-Help Housing Technical Assistance	10.420		405,338
U.S. DEPARTMENT OF TREASURY			
Direct Program			
Neighborhood Reinvestment	21.000		<u>235,500</u>
			<u>\$ 1,687,188</u>

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Housing Resources of Western Colorado and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Housing Resources of Western Colorado did not elect to use the 10 percent de minimis indirect cost rate during the year ended June 30, 2016.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON  
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED  
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

September 13, 2016

To the Board of Directors of  
Housing Resources of Western Colorado

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Housing Resources of Western Colorado (a nonprofit organization), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 13, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Housing Resources of Western Colorado's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



Board of Directors  
Housing Resources of Western Colorado  
Page Two

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Housing Resources of Western Colorado's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Chadwick, Steinkirchner, Davis & Co., P.C.*



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

September 13, 2016

To the Board of Directors  
Housing Resources of Western Colorado

**Report on Compliance for Each Major Federal Program**

We have audited Housing Resources of Western Colorado's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016. Housing Resources of Western Colorado's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Housing Resources of Western Colorado's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Housing Resources of Western Colorado's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Housing Resources of Western Colorado's compliance.

***Opinion on Each Major Federal Program***

In our opinion, Housing Resources of Western Colorado complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.



To the Board of Directors  
Housing Resources of Western Colorado  
Page Two

**Report on Internal Control Over Compliance**

Management of Housing Resources of Western Colorado is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Housing Resources of Western Colorado's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Housing Resources of Western Colorado's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Chadwick, Steinkirchner, Davis & Co., P.C.*





INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR HUD PROGRAM AND  
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE *CONSOLIDATED AUDIT  
GUIDE FOR AUDITS OF HUD PROGRAMS*

September 13, 2016

To the Partners of Grand Valley Apartments Limited Partnership

**Report on Compliance for Each Major HUD Program**

We have audited Grand Valley Apartments Limited Partnership's compliance with the compliance requirements described in the *Consolidated Audit Guide for Audits of HUD Programs* (the Guide) that could have a direct and material effect on each of Grand Valley Apartments Limited Partnership's major U.S. Department of Housing and Urban Development (HUD) programs for the six months ended June 30, 2016. The Partnership's major HUD program is the HUD insured loan program.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its HUD programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Grand Valley Apartments Limited Partnership's major HUD programs based on our audit of the compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Guide. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on a major HUD program occurred. An audit includes examining, on a test basis, evidence about Grand Valley Apartments Limited Partnership's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major HUD program. However, our audit does not provide a legal determination of Grand Valley Apartments Limited Partnership's compliance.

***Opinion on Each Major HUD Program***

In our opinion, Grand Valley Apartments Limited Partnership complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major HUD programs for the six months ended June 30, 2016.



To the Partners  
Grand Valley Apartments Limited Partnership  
September 13, 2016  
Page Two

**Report on Internal Control Over Compliance**

Management of Grand Valley Apartments Limited Partnership is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered Grand Valley Apartments Limited Partnership's internal control over compliance with the requirements that could have a direct and material effect on each major HUD program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major HUD program and to test and report on internal control over compliance in accordance with the Guide, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Grand Valley Apartments Limited Partnership's internal control over compliance.

*A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a compliance requirement of a HUD program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement of a HUD program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a compliance requirement of a HUD program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.*

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

*Chadwick, Steinkirchner, Davis & Co., P.C.*

Housing Resources of Western Colorado

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2016

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:	<u>Unmodified Opinion</u>		
Internal control over financial reporting:			
Material weakness(es) identified?	_____	yes	_____ <input checked="" type="checkbox"/> _____ no
Significant deficiency(ies) identified not considered to be material weaknesses?	_____	yes	_____ <input checked="" type="checkbox"/> _____ none reported
Noncompliance material to financial statements noted?	_____	yes	_____ <input checked="" type="checkbox"/> _____ no

Federal Awards

Internal Control over major programs:			
Material weakness(es) identified?	_____	yes	_____ <input checked="" type="checkbox"/> _____ no
Significant deficiency(ies) identified not considered to be material weaknesses?	_____	yes	_____ <input checked="" type="checkbox"/> _____ none reported

Type of auditor's report issued on compliance for major programs:	<u>Unmodified Opinion</u>		
Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance?	_____	yes	_____ <input checked="" type="checkbox"/> _____ no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
81.042	Weatherization Assistance for Low-Income Persons

Dollar threshold used to distinguish between Type A and Type B programs:	\$ 750,000
Auditee qualified as low-risk auditee?	_____ <input checked="" type="checkbox"/> _____ yes _____ no

Housing Resources of Western Colorado

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2016

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SECTION II – FINDINGS UNDER GENERALLY ACCEPTED GOVERNMENT AUDITING STANDARDS

There were no findings or questioned costs under generally accepted government auditing standards.

SECTION III – FINDINGS AND QUESTIONED COST UNDER THE UNIFORM GUIDANCE

There were no findings or questioned costs under the Uniform Guidance.

Housing Resources of Western Colorado

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

June 30, 2016

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**2015-001: Grand Valley Apartments Invoices Not Provided**

**Condition:** Invoices could not be provided for 10 of 25 Grand Valley Apartments cash disbursements selected to be traced to supporting documentation.

**Criteria:** HUD Occupancy Handbook Chapter 2 Paragraph 6E states "All disbursements from the Regular Operating Account (including checks, wire transfers and computer generated disbursements) must be supported by approved invoices/bills or other supporting documentation."

**Cause:** An ownership change and a general partner change occurred in the latter portion of 2015. As a result, during 2015 invoices were being received at and paid from multiple locations.

**Effect:** Lack of supporting documentation for payments increases risk of fraudulent payments and questioned costs.

**Recommendation:** All invoices should be maintained at and paid from one location using the same internal control process.

**Resolution:** Housing Resources began managing the Grand Valley Apartments in October 2015 and has processes in place to ensure invoices are available for cash disbursements.

Grand Valley Apartments Limited Partnership  
FHA Project No. 101-98053-NC

CERTIFICATION OF PARTNERS

June 30, 2016

We hereby certify that we have examined the accompanying financial statements and supplemental data of Grand Valley Apartments Limited Partnership and, to the best of our knowledge and belief, the same are accurate and complete.

\_\_\_\_\_  
Signature of Partner

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Housing Resources of Western Colorado

\_\_\_\_\_  
Name of General Partner

\_\_\_\_\_  
Phone number

EIN 84-0879892



## 2016 GRANT APPLICATION Community Development Block Grant (CDBG) Program

*The City of Grand Junction does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in the admission, access or appointment to, or treatment or employment in, its programs or activities.*

Please submit electronically only one (1) copy along with a scanned copy of each attachment to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org) no later than 4:00pm on Wednesday, March 23, 2016.

### APPLICANT BACKGROUND

1. Organization Name:

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2. Organization Address:

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3. Organization DUNS Number (Data Universal Number System) (required):  
*For more information visit [www.whitehouse.gov/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/omb/grants/duns_num_guide.pdf)*

---

4. Organization or Parent Organization EIN/TIN Number (required):

---

5. Primary Contact Person:

---

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_



6. Do you or your parent organization file OMB A-133 (Single Audit)?

Yes  No

If yes, please attach a copy of the most recent A-133 and Form SF-SAC to your CDBG application.

7. **System for Award Management (SAM):** Your entity must be registered in the System for Award Management (SAM) prior to application. Provide a copy of the registration confirmation with your application. See attached example. *For more information visit: [www.sam.gov/portal](http://www.sam.gov/portal)*

8. Is this agency an equal employment opportunity employer?  Yes  No

Please attach a copy of the agency's affirmative action plan.

9. Provide a brief description of your organization - what do you do?

10. Which describes your organization (check all that apply)?

A non-profit with 501(c)3 status

Housing Authority

Governmental Agency

Quasi-Governmental Agency

Faith based

Public Service /Human Services Provider

Public Organization

Other \_\_\_\_\_

11. Has the applicant received past CDBG funding from the City of Grand Junction? If so, please indicate the year received, the amount received and the amount of CDBG and/or funds remaining to be spent at this time.
  
  
  
  
  
  
  
  
  
  
12. Does any employee, board member or client have any past or present ownership or financial investment in the agency, organization or proposed project? If so, please describe.

### **FUNDING REQUEST SUMMARY**

1. Project Name: \_\_\_\_\_
2. Project Address/Location: \_\_\_\_\_
3. Amount of CDBG funds requested for the project:                   \$ \_\_\_\_\_
4. Funding leveraged from other sources for this project:           \$ \_\_\_\_\_
5. Total Project Budget:   \$ \_\_\_\_\_
6. Minimum amount of CDBG funding to benefit your project: \$ \_\_\_\_\_

### **PROJECT ELIGIBILITY**

1. Which CDBG national objective does this project meet?
  - Benefits low/moderate income individuals/households
  - Addresses the prevention or elimination of slums or blight
  - Meets an urgent community need (usually a natural disaster)

2. Which City of Grand Junction CDBG Program Priority does this project meet?

Need for Non-Housing Community Development Infrastructure

Need for Affordable Housing

Needs of the Homeless or Special Needs Populations

Other Human Service Needs

Economic Opportunities

## **SPECIFIC PROJECT INFORMATION**

1. **Project Description.** Give a brief description of the project for which you are requesting funds. How do you plan to spend the funds?

2. **Project Type.** Which of the following categories best describes your project? (select only one)

Public or human service

Capital construction, building rehabilitation or public facility improvement

Home ownership activities

Housing rehabilitation

Economic development assistance

Planning or predevelopment costs

Acquisition or demolition of property

3. If this is a Human Service Project, is the service:  New or  On-going?

4. If funding an existing service, describe how the CDBG funds will support a measurable increase in that service (e.g. more families served or longer service period)

5. **Demonstrated Need for Project.** Provide a brief summary of current statistical data documenting the need for the project. Include sources of information.

6. **Project Budget.** Provide a line item budget for this project and the total budget cost, including the request for City of Grand Junction CDBG funds, other secured funding and other pending applications for funding. If this is a rehabilitation, remodeling or construction project, be sure to include Davis-Bacon wage regulations and architectural, engineering and/or environmental review fees in determining your project budget.

Budget Item	Amount	Funding Source	Award Date
<b>Total Budget</b>			

7. **Project Schedule.** What is the proposed project schedule if awarded the CDBG funds? Keep in mind funding will not be available until September.

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

If the project includes construction, are there plans/permits needed before the project can begin construction or has a construction schedule been identified?

Yes, plans/permits completed, project is ready to begin.

No, plans/permits still need to be completed.

8. **In-Kind Contributions.** What other resources (e.g. volunteers, in-kind donations, etc) will you be utilizing for this project? List all in-kind services, volunteer hours and goods you will bring to this project and determine a dollar value for all items listed.

## **BENEFICIARY INFORMATION**

1. **Total Persons Served.** How many total persons did this organization serve during the past year and how many total people does your organization expect to serve in the coming year?

2. **Persons Served by Project.** Provide an estimate of the number of persons who will benefit from the specific project that **live within the City limits of Grand Junction.** What percentage of total persons served by your organization live within the City limits?

3. **Client Eligibility.** Will those served by this project be primarily (51% or more) of low and/or moderate income?                      Yes                      No

If you checked yes above, specify by checking all that apply to your project:

The income of each household/person receiving assistance will be individually verified for eligibility.

The types of households or persons served are of special need (presumed benefit) such as elderly, disabled, homeless, illiterate, or involve an abused spouse or child.

4. If the income will be verified, describe the organization's procedure for verification and how you will determine that a person is eligible for services.



## 2016 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)

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### REQUIRED ATTACHMENTS FOR CDBG APPLICATIONS

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Applications must be submitted to the **City of Grand Junction electronically no later than 4:00 p.m. on Wednesday, March 23, 2016**. Please send one copy along with a scanned copy of each attachment to Kristen Ashbeck at [kristena@gjcity.org](mailto:kristena@gjcity.org) also no later than 4:00pm on Wednesday, March 23, 2016. The following attachments are required:

- A signed copy of the CDBG Application and Preliminary Agreement form (attached).
- A copy of your organization's original IRS determination letter indicating [501(c)(3) or tax-exempt status (if applicable).
- Your agency's most recent audit, financial statement or, if applicable, A-133 (Single Audit). **Attach only to original.** Please state your annual and cumulative fund balance. All agencies who receive \$750,000 or more, total for all Federal grants received this year, must submit an audit in compliance with the 1984 Single Audit Act. Funds will not be released to agencies who do not comply with this Act in a reasonable and timely fashion.
- A copy of your organization's or parent organization's most recent Form SF-SAC pertaining to the A-133 audit, if applicable as above.
- A copy of System for Award Management (SAM) entity registration. See attached example.
- A list of current board members, including their employer and/or other pertinent affiliations.
- A copy of the project's client intake form, application form or other paperwork used to collect and certify income and racial data for each client.
- Copy of agency's Affirmative Action Plan.





**2016 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

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**CDBG APPLICATION AND PRELIMINARY AGREEMENT**

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By signing below I certify that all of the information above and included with this application is true, and I understand that application for funds does not in any way guarantee funding. Additionally, the applicant understands and agrees that in the event the applicant receives approval from the City Council for a block grant fund allocation:

1. The applicant will not receive the block grant funds until:
  - a. HUD has approved the project and the City receives a letter of credit from HUD.
  - b. An Environmental Review has been completed and approved.
  - c. If applicable, a Request for Release of Funds and a Finding of No Significant Impact have been published for community comment and HUD has released funds for the project.
  - d. A contract between the City of Grand Junction and the sub-recipient is fully executed.
  - e. All labor standards have been met.
2. The applicant will submit a sub-recipient report with each request for reimbursement. The report will describe the progress of the project, the project beneficiaries, and other information required by HUD or the City. Invoices will accompany the report when indicated. Funds will not be released without this report.
3. The applicant will provide the City any other information required by HUD or by the City.
4. The applicant will comply with all other requirements set forth by the City and the U.S. Department of Housing and Urban Development.

Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

Signature (typed acceptable):

Date: \_\_\_\_\_



# Recreation Inspired by the Outdoors (RIO)

## Community Development Block Grant Funding Request

RIO is a local planning effort funded by the Great Outdoors Colorado (GOCO) Inspire Initiative. The Inspire Initiative is a \$25 million initiative aimed at influencing Coloradans, particularly kids, to appreciate, enjoy, and take care of our great outdoors. GOCO asked for local coalitions across the state to bring projects to life through an integrated, youth-driven, and collaborative approach.

RIO has been working since January of 2016 to develop plans to better engage and connect our underserved youth with the outdoors. RIO has targeted the Riverside and Orchard Mesa youth, families, and service providers to develop plans for an implementation grant that is due in July of 2017. GOCO funding decisions will be made in November of 2017 with implementation beginning in 2018. Coalition members include: Riverside Educational Center, Riverfront Commission, School District 51, Healthy Mesa County, Colorado Parks and Wildlife, Mesa Land Trust, Colorado Canyons Association, Riverside Task Force, and the City of Grand Junction.

### RIO Planning Process

The Inspire Initiative requires youth-based and collaborative approaches to solving the disconnect with nature our children are experiencing. The approach is required to develop concepts and improvements for three areas:

- Programs for youth from Kindergarten to 12<sup>th</sup> Grade
- Place improvements (parks, trails, and outdoor facilities) that are close to home for underserved communities
- Pathway and leadership opportunities for youth

### Riverside Park Place Improvements

The focus of this CDBG request is the safety related place improvements developed by the Riverside community and youth coalition for Riverside Park. Riverside Park has been a focus of the RIO movement because of the proximity to Dual Immersion Academy, Riverside Educational Center, and the active Riverside community. There is currently very little use of the park by these entities because of actual or perceived issues with safety and access. A community meeting was held in September of 2016 and again in March of 2017. The youth coalition was engaged to help develop a conceptual design with a multitude of improvements to increase use of the area. The conceptual design included with this grant request includes **all** the proposed improvements; however, the focus of this CDBG grant request is the following infrastructure and safety related improvements:

- Closure of Riverside Park Drive between West Colorado Avenue and Fairview Avenue to allow for a safer and contiguous path along the riverfront and safer use of the park currently situated very close to the road.
- Conversion of Riverside Park Drive between West Colorado Avenue and Fairview Avenue to a concrete trail; aligned along the Colorado River instead of crossing traffic several times; includes earthwork to modify grading for better connection to the west side of Riverside Park.
- Concrete path around the park for increased accessibility.
- Split rail fence along the alley to prevent vehicular access to the park and provide safer use.
- Concrete barriers at the connection to Fairview Avenue for safe trail use.

The other improvements identified by the community and the youth coalition were a larger basketball court, a larger shelter, a second shelter, and additional playground equipment such as swings. These improvements will be included in the implementation grant to be submitted to GOCO in July of 2017.

## CDBG Funding Request

RIO and 14 other Level 2 coalitions will be competing for the remaining \$10 million in GOCO Inspire grant funds. The grant will be extremely competitive with not all the coalitions being funded. The GOCO grant requires 10% of total project cost be provided in cash. Currently, the total project cost (including place, programs, and pathways) is estimated at \$1.5 million making the required cash match \$150,000; however, GOCO has indicated that due to the competitive nature of the grant, coalitions likely to be funded are those that can produce cash matches closer to 15% - 20% of total project cost. The RIO Coalition is pursuing several funding opportunities including local and state foundations, community groups, and private donors. Cash match secured to date is \$50,000 from the Rocky Mountain Health Foundation, Riverfront Foundation, and Chevron.

The CDBG grant will be used to fund pedestrian, access, and safety related improvements suggested during the community meetings. The CDBG grant request of \$103,782 could produce a return of almost ten times that amount from GOCO for significant improvement to the area and activation of the space to better engage youth and families from the area. In the event the GOCO implementation grant is not secured, the CDBG funds will still be utilized to make these highly needed improvements to Riverside Park.

### ***Riverside Park - CDBG Budget***

	QUANTITY	UNIT	COST/UNIT	TOTAL COST
<b>MOBILIZATION</b>				2,000
<b>EROSION AND STORM WATER CONTROL</b>				1,000
<b>GEOTECHNICAL TESTING</b>				2,000
<b>DEMOLITION/CLEARING &amp; GRUBBING</b>				
CLEARING AND GRUBBING	0.50	AC	250.00	125
REMOVE OF ASPHALT FOR TRAIL	1,467.00	SY	5.25	7,702
<b>GRADING/EARTHWORK</b>				
UNCLASSIFIED EMBANKMENT (connection of park to trail)	480.00	CY	16.25	7,800
<b>NEW PATHS/CONCRETE</b>				
TRAIL, 12' WIDE CONCRETE WALKS, 6" CLASS 6 ABC	1,096.00	SY	50.00	54,800
PATHS AROUND PARK, 5' WIDE CONCRETE WALKS, 6" CLASS 6 ABC	111.11	SY	50.00	5,556
<b>FENCING</b>				
SPLIT RAIL	80.00	LF	10.00	800
TRAFFIC BARRIER FOR TRAIL (Type 7)	220.00	LF	100.00	22,000
<b>CONSTRUCTION TOTAL</b>				<b>103,782</b>



# Riverside Park Conceptual Design Improvements





# Safe Routes to School Bookcliff Middle School

## Areas of Concern:

- Students walking from the north, jaywalking across 29 ¼ Rd
- Student Dropoff/Pickup



- 375 feet of curb gutter sidewalk —
- 3 access ramps ●
- 2 crosswalks ●
- ROW required – corner clips at Elm Ave
- Grading Required – minimal
- 2 irrigation structures
- 160 Lineal feet or 18" Irrigation Pipe
- Costs - \$60,000 (\$18,000 Mesa County)



# Safe Routes to School - Nisley Elementary – Orchard Ave - Melody to 29 Rd

550 feet of curb, gutter, sidewalk  
3 access ramps  
ROW required – None  
Grading Required – minimal  
Irrigation may need reconstructed  
Utilities – two pole resets  
Costs - \$80k

