OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date January 27, 2014

Total Amount of Optional 1% Sales Tax Funds Requested $ 60,000.00

PROJECT DESCRIPTION

Project Name: The Arc of Natrona County Program Support

Name and Address of Sponsoring Organization/Agency: The Arc of Natrona County

Mailing: P.O. Box 393; Casper, Wyoming; 82602

Physical: 314 West Midwest; Casper, Wyoming; 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

CodyLou Taubert

Mailing: P.O. Box 393; Casper, Wyoming; 82602

codylouarc@tribcsp.com

307-577-4913

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Arc of Natrona County (The Arc) is a local organization, which provides an array of direct and indirect services to children and adults with intellectual and developmental disabilities. For over 40 years, The Arc has provided respite care, inclusion programs, advocacy, information and referral services, and a wide range of family supports. A complete list of services is appended. In Casper, Wyoming, The Arc is a primary agency serving children (between infancy and twenty-one years of age) with developmental disabilities, outside of school hours, and offers one of the only afterschool and full day summer programs for individuals with special needs. The Arc of Natrona County receives reimbursement for services through participants which have met eligibility and are funded through The State of Wyoming's Home and Community Based Waiver. (Please see attachment for continuation of Project Narrative)

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Arc of Natrona County's application for public funds is for operational purposes, not to construct or acquire an asset.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Arc of Natrona County, during its most recently complete fiscal year, July 1, 2013-June 30, 2014, provided services to 73 individuals with documented developmental disabilities. The Arc of Natrona County provided to these participants, a total of 30,679.5 hours of Medicaid billable direct care and 738 billable hours of Case Management. The Arc of Natrona County participants range in age from five years old (5) to 67 years old, with 27 females and 46 males being served. The Arc of Natrona County works with individuals who have a variety of diagnosis, most often including mental retardation. The Arc of Natrona County supports individuals who have unique medical needs, ie g-tubes for nutrition, artificial tracheotomies for respiration, seizure protocols, as well as participants who have demanding behavioral protocols, including the need for restraint to maintain health and safety. A complete participant demographic profile is appended.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The Arc of Natrona County has been in existence in Casper for over forty years. As part of a national organization, which focuses on disability related issues, The Arc will continue to exist as long as there are people with developmental disabilities who have needs. As federal, state, and local public funding continues to dwindle, it has become increasingly difficult to provide direct services to individuals. Without adequate funding, The Arc of Natrona County will revert very rapidly to an agency which can only provide information and referral, directly impacting families' safe child care options.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The Arc of Natrona County Program Support project is not a phase project, rather a continual operation project. The Arc of Natrona County is hopeful that the Medicaid system, and thus The Department of Behavioral Health, Developmental Disabilities Division will stabilize, decreasing The Arc of Natrona County's need for external financial support.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The Arc of Natrona County's direct care programs fit within the priorities identified by the citizen's survey under the heading of human services. As of January 31, 2015, the unduplicated total number of active participants, including participants with funding opportunities who are awaiting the final process, being served by the Behavioral Health Division Medicaid Waivers is 2,334. These participants rely on direct care services and case management services, through individuals and/or agencies like The Arc of Natrona County, to ensure that their health and safety needs are being met enabling them to maintain residence in our Wyoming communities and avoid costly and restrictive residential facilities.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: The Arc of Natrona County Program Support

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$ 15,000.00	$15,000.00	$15,000.00	$15,000.00
Grants:				
Private	$87,208.00	$102,000.00	$94,000.00	$106,000.00
Federal	$0.00	$0.00	$0.00	$0.00
State	$0.00	$0.00	$0.00	$0.00
*Donations (cash)	$12,000.00	$15,000.00	$18,000.00	$20,000.00
*Donations (in-kind)	$0.00	$0.00	$0.00	$0.00
Project Income	$460,000.00	$447,000.00	$494,000.00	$560,000.00
**Loans	$0.00	$0.00	$0.00	$0.00
TOTAL FUNDING AVAILABLE	**$559,208.00**	**$564,000.00**	**$606,000.00**	**$686,000.00**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

This section is not applicable to The Arc of Natrona County _____

_____

_____

Engineering/Architectural Fees
(Design/Construction Administration) $_____

- Contingency $_____

Land Costs $_____

Construction Costs (Labor and Materials) $_____

- Contingency $_____

Furnishings $_____

Equipment Acquisition $_____

TOTAL **$**_____

Estimated Annual Operating/Maintenance Costs $_____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

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_____

_____

_____

_____

_____

Project Narrative Continued from Page 4: (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Arc employs forty to forty-five trained, part-time, direct care providers, a number consistent with the prior fiscal year. These direct care providers bring needed respite care to families who have a person with a developmental disability living in their homes. Direct Care Providers are trained to understand the fundamentals of caring for a person with developmental disabilities, and begin working under direct supervision at the Inclusion Site, scheduled and monitored by the Service Coordinator. Direct Care Providers are guided in adapting activities to include children with challenges, facilitating interaction between children with and without developmental disabilities, assisting participants to acquire and maintain independence, and meeting the individual medical, physical, and behavioral needs of each participant. Direct Care Providers also receive annual training and certification in Mandt and First Aid and CPR, and complete Certified Medication Assistant training. The Arc's Direct Care Provider training program is certified and endorsed by the State of Wyoming's Department of Health, Behavioral Health Division.

Due to Wyoming legislation and mandates from the Center for Medicaid Services, The State of Wyoming Home and Community Based Waiver programs have drastically changed during the past four years, causing The Arc of Natrona County to experience fiscal difficulty. The modifications to the Waiver System are defined below.

Respite Definition Change and Co-Pay Requirement

In December 2010, The Department of Health, Developmental Disabilities Division, in response to a Center for Medicaid Services mandate, changed the service definition of Respite to specify that Respite could not be utilized during a parent/guardians working hours. In order for parents to maintain employment, the Developmental Disabilities Division created a new service, Child Habilitation, but decreased the reimbursable amount for children under 12 by $3.00/hr to account for a parent contribution for the burden of childcare. As all Arc of Natrona County participants who received Child Habilitation were unable to financially afford the co-pay, The Arc experienced a decrease in Medicaid reimbursement.

Respite Daily Service Cap

As of October 1, 2013, The Division has changed service definitions to include that Respite (relief for primary care givers), regardless of monies available in a Plan of Care or available units, may not be utilized more than 9 hours a day. This leaves parents with no option to have an out of town get-a-way or assistance in case of an emergency, and has greatly reduced the amount of billable hours that The Arc of Natrona County can provide, having a large negative impact on the funds generated through direct care services. During fiscal year July 1, 2013-June 30, 2014 The Arc of Natrona County billed Medicaid $428,229.33 for direct care services. During the first two quarters of current fiscal year, July 1, 2014-June 30, 2015 The Arc of Natrona County has billed Medicaid $177,633.80 for direct care services. During the first two quarters of fiscal year July 1, 2012-June 30, 2013, before these devastating changes occurred, The Arc of Natrona County billed Medicaid $277,885.33 for direct care services. Additionally, The Arc of Natrona County continues to provide a limited amount of non-reimbursable care in excess of 9 hours per day.

Waiver Transitions

The Wyoming Department of Behavioral Health, Developmental Disabilities Division is in the process of transitioning from The Children's Waiver (birth through the participants 20th year) and The Adult Waiver (21-death) to a Supports Waiver and a Comprehensive Waiver, both of which will provide birth to death services. As of September 30, 2014, all adults are currently being served through one of the newly conceived Waivers, and the Children's Waiver transitions must be completed by June 30, 2015. The Supports Waiver has a capped Individually Budgeted Amount available to the participant, but does not have unit caps on individual services. Participants are able to access an unlimited amount of care as long as the total cost is at or below their Individual Budgeted Amount. The Wyoming Department of Behavioral Health, Developmental Disabilities Division, has created a cap of $16,500.00 for adults on the Supports Waiver, and $12,500 for children on the Supports Waiver, including Case Management. The Comprehensive Waiver creates a system that is essentially the opposite of the Supports Waiver, as while there is not a cap on the Individual Budgeted Amount, the Developmental Disabilities Division has imposed service unit caps. The primary reduction in service will be in the area of Respite, as participants on the Comprehensive Waiver will only be allotted 1,664 Respite units per plan year, which is equivalent to an average of 8 hours per week, or 416 hours per year. The transition to the new Waivers has, and will continue to, decrease the amount of billable Medicaid service time available to The Arc of Natrona County. The below comparison chart illustrates the drastic decrease in Medicaid allowed reimbursable services between the old Waiver system and the new Waiver system for each participant that The Arc of Natrona County serves.

	Adult/Child Waivers	Supports Waiver	Comprehensive Waiver
Child Habilitation Services	No Service Cap; must fit within IBA	No Service Cap, IBA Cap	No IBA Cap, 9400 15 minute units/year Cap
Companion Services	No Service Cap; must fit within IBA	No Service Cap, IBA Cap	No IBA Cap, 1664 15 minute units/year Cap
Personal Care	7,280 15 minute units/year; must fit within IBA	No Service Cap, IBA Cap	No IBA Cap, 6000 15 minute units/year Cap
Respite	7,280 15 minute units/year; must fit within IBA	No Service Cap, IBA Cap	No IBA Cap, 1,664 15 minute units/year Cap

Conflict Free Case Management

The Wyoming Department of Behavioral Health, Developmental Disabilities Division is moving towards a conflict free Case Management model, with all conflicts to be resolved by June 30, 2015. The Arc of Natrona County provides both case management and direct care services to multiple participants, and as of June 30, 2015, this will not be permitted, causing The Arc of Natrona County to discontinue at least one service for 18 participants, drastically decreasing the amount of Medicaid eligible billable hours. While The Arc of Natrona County has not concretely decided which service will be ceased, the below table illustrates the current strategy for dealing with conflicted services.

	Direct Care Services	Case Management
Currently	73	35
June 30, 2015	63	27

Additional Information and Attachments:

Funding Timeline
While the Arc of Natrona County does not have a specific funding timeline, it would be most effective for our organization for funding to be dispersed early in the Arc of Natrona County's fiscal year.

Funding History
The Arc of Natrona County has neither applied for nor been the recipient of Optional 1% Tax Funding.

Substantial Local Presence:

The Arc of Natrona County's office is physically located in Natrona County. Our service area also includes Converse County and Johnson County which are covered by the Intermountain CFC.

Specific Services Delivered From January 1st, 2014-December 31st, 2014

Service	Service Description and Number of Participants Served	Number Served	Dates of Service	County
On-Site (Inclusion) Care	One of the only after-school care and full-day summer program in the state for children with special needs. Billable time must be less than 9 hours per day.	20	1/1/14-12/31/14 Weekdays	Natrona
Case Management	Assistance with the application process of the Medicaid Waiver and coordination of services for individuals with special needs and their families.	40	1/1/14-12/31/14 Weekdays	Natrona/ Johnson/ Converse
Respite Care	Provides relief to families with individuals with special needs: On-site after hours, in the family's residence, at the Respite Provider's residence, and within the community when a parent is not working.	40	1/1/14-12/31/14 Daily	Natrona/ Converse
Companion Group	Provides relief to families with adults with special needs while the parent(s) are working, with a focus on an informal training goal-participants are served in a group setting.	5	1/1/14-12/31/14 Daily	Natrona
Companion	Provides relief to families with adults with special needs while the parent(s) are working, with a focus on an informal training goal-participants are served at a 1:1 ratio.	16	1/1/14-12/31/14 Daily	Natrona
Child Hab (13-18)	Provides relief to families with children with special needs while the parent(s) are working, with a focus on an informal training goal.	13	1/1/14-12/31/14 Daily	Natrona/ Converse
Personal Care	Provides full assistance with eating, bathing, dressing, personal hygiene, and other activities of daily living for individuals with special needs. Service occurs in the participant's home.	8	1/1/14-12/31/14 Monthly	Natrona
Respite Daily	Provides relief to families with individuals with special needs: On-site after hours, in the family's residence, at the Respite Provider's residence, and within the community when a parent is not working. Billable time must be in excess of 9 hours for the daily rate to be utilized.	7	1/1/14-12/31/14 Weekly	Natrona/ Converse
Supported Living	Provides adult individuals with special needs a range of community-based supports to be able to live in their own home, family home, or rental unit.	2	1/1/14-12/31/14 Weekly	Natrona
Advocacy	Provides parental, team, and peer support and guidance through attendance of school meetings and IEP's, medical appointments, or facilitates community accommodations for individuals with special needs and their families.	Weekly	1/1/14-12/31/14 Daily	Natrona/ Johnson/ Converse
Camp	An accessible summer camp, for both children with special needs and neuro-typical children. This six day experience includes many activities as well as a dance and overnight stay.	58	8/4/14-8/9/14	Natrona
Child Hab (0-12)	Provides relief to families with children with special needs while the parent(s) are working, with a focus on an informal training goal.	5	1/1/14-12/31/14 Daily	Natrona/ Converse
Subsequent Assessment	The Arc acts as the intermediary/payee for assessments for individuals with special needs (Psychological Evaluations, Occupational Therapy evaluations, etc), and reimburses the contracted provider. This is not a highly utilized service, but is always available.	3	8/19/14-8/26/14	Natrona
Day Habilitation	While at The Arc's facility, provides day services for adults with special needs with a formal training goal. This service was added on 9/30/13.	3	1/1/14-12/31/14 Weekdays	Natrona

Participant	A.A.	T.A.	P.B.	K.Ba.	D.B.	J.B.	C.B.
Gender	F	F	F	F	M	M	M
Date of Birth	3/26/1984	12/31/2000	12/9/1956	7/22/1986	7/31/1997	1/7/1996	7/6/1999
Age	30	14	58	28	17	19	15
Qualifying Diagnosis	Mental Retardation-Mild	Mental Retardation-Mild, Autism	Mental Retardation-Moderate, Down Syndrome	Mental Retardation-Mild	Mental Retardation-Mild, Oppositional Defiant Disorder	Autism, Mental Retardation-Mild	Autism
Services Being Received	Case Management	Case Management	Respite Daily	Case Management, Respite	Case Management, Respite, Child Hab	Respite, Child Hab, Companion, Respite Daily	Case Management, Respite
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	SFHH	Out of County Residential	Adoptive Family	Natural Family	Natural Family	Natural Family	Natural Family
Funding Source	Comprehensive Waiver	Childrens Waiver	Comprehensive Waiver	Support Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver

Participant	L.B.	Y.B.	K.Br.	R.C.	T.C.	J.C.	K.C.
Gender	F	F	F	F	M	M	F
Date of Birth	3/21/2003	9/26/1996	9/12/1984	7/14/1993	6/22/1997	3/16/1988	12/28/1992
Age	11	18	30	21	17	26	22
Qualifying Diagnosis	Autism, Mental Retardation-Mild, Epilepsy	Autism	Mental Retardation-Moderate, Cerebral Palsy	Mental Retardation-Moderate	Autism, Von Will Brands	Mental Retardation-Moderate	Mental Retardation-Moderate, Cerebral Palsy
Services Being Received	Case Management	Case Management, Respite, Child Hab	Case Management, Respite, Personal Care	Companion, Day Hab	Case Management, Respite	Case Management	Case Management
Race	Not Specified	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Natural Family	Out of State Residential	Grandparents	SFHH	Adoptive Family	SFHH	Natural Family
Funding Source	Childrens Waiver	Childrens Waiver	Comprehensive Waiver	Comprehensive Waiver	Childrens Waiver	Comprehensive Waiver	Comprehensive Waiver

Participant	D.D.	B.F.	T.F.	S.F.	X.G.	A.G.	T.Ha.
Gender	F	M	M	F	M	M	M
Date of Birth	11/28/2005	12/12/1995	7/14/1996	10/16/1983	6/18/2004	6/5/1996	3/5/1999
Age	9	19	18	31	10	18	15
Qualifying Diagnosis	Mental Retardation-Mild, Seizure Disorder	Mental Retardation-Moderate	Autism, Down Syndrome, Mental Retardation	Mental Retardation-Moderate, Down Syndrome	Charge Syndrome, Mental Retardation-Moderate	Mental Retardation-Moderate, Autism	Autism, Epilepsy-other
Services Being Received	Case Management, Child Hab	Case Management, Respite, Companion, Child Hab	Respite, Respite Daily	Case Management	Respite, Personal Care	Child Hab, Companion	Respite
Race	White, Not Hispanic	White, Not Hispanic	Not Specified	White, Not Hispanic	Latino/Hispanic	African American	White, Not Hispanic
Place of Residence	Natural Family	Natural Family	Adoptive Family	SFHH	Natural Family	Extended Family	Natural Family
Funding Source	Childrens Waiver	Childrens Waiver	Childrens Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver

Participant	L.H.	C.H.	V.H.	K.H.	A.H.	T.Hu.	L.J.
Gender	F	M	M	F	M	F	F
Date of Birth	8/17/1995	6/8/1978	6/3/1992	10/14/2004	3/19/1998	2/4/2007	7/13/1983
Age	19	36	22	10	16	8	31
Qualifying Diagnosis	Mental Retardation-Mild, Microcephaly	Mental Retardation-Moderate, Down Syndrome	Autism, Mental Retardation-Severity Unspecified, Epliepsy- grand mal	Autism, Mental Retardation-Mild	Mental Retardation-Moderate, Autism, Seizure Disorder, Chromosome 22Q Deletion	Mental Retardation-Moderate, Seizure Disorder, CNS Dysgenesis	Mental Retardation-Mild, Cerebral Palsy, Seizure Disorder
Services Being Received	Case Management, Respite	Respite	Companion, Day Hab	Case Management, Respite	Respite, Child Hab	Personal Care	Case Management
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Natural Family	Natural Family	Natural Family	Natural Family	SFHH	Natural Family	Residential
Funding Source	Childrens Waiver	Comprehensive Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Comprehensive Waiver

Participant	A.J.	S.K.	K.K.	R.K.	D.K.	A.L.	E.L.
Gender	M	F	M	M	M	F	F
Date of Birth	11/25/1988	9/3/1994	3/24/2000	3/27/1989	8/10/1998	2/8/2001	6/28/2003
Age	26	20	14	25	16	14	11
Qualifying Diagnosis	Cerebral Palsy, Autism	Mental Retardation-Moderate	Mental Retardation-Severity Unspecified, Cerebral Palsy	Mental Retardation-Moderate, Cerebral Palsy	Pervasive Developmental Disorder-NOS, Mental Retardation-Moderate, Seizure Disorder	Mental Retardation-Mild, Down Syndrome	Mental Retardation-Moderate, Seizure Disorder, Tuberous Sclerosis, Hemispherectomy
Services Being Received	Case Management, Respite, Companion, Supportive Living	Respite Daily	Respite, Respite Daily	Respite	Case Management, Respite	Respite	Personal Care
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	Latino/Hispanic	White, Not Hispanic
Place of Residence	Natural Family	Natural Family	Natural Family	SFHH	SFHH	Natural Family	Natural Family
Funding Source	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver

Participant	K.L.	R.Mad.	A.M.	R.May.	C.Mc.	J.Mc.	T.M.
Gender	F	M	M	M	M	M	M
Date of Birth	5/8/1990	11/2/2002	6/28/1998	7/14/2008	6/15/1999	5/8/2003	1/17/1991
Age	24	12	16	6	15	11	24
Qualifying Diagnosis	Mental Retardation-Mild	Autism, Mental Retardation-Mild	Autism, Mental Retardation-Severity Unspecified	Mental Retardation-Moderate, Hypotonia	Autism	Mental Retardation-Moderate, Autism	Mental Retardation-Mild
Services Being Received	Case Management	Case Management, Child Habilitation	Child Hab	Case Management	Respite, Child Hab	Respite, Child Hab, Respite Daily	Companion
Race	White, Not Hispanic	Latino/Hispanic	Latino/Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Residential	Natural Family	Out of State Residential	Natural Family	Natural Family	Natural Family	Natural Family
Funding Source	Supports Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Supports Waiver

Participant	A.N.	M.N.	J.O.	C.O.	J.P.	J.Ra.	J.Re.
Gender	M	F	M	M	M	M	M
Date of Birth	12/31/1995	9/2/1997	2/5/1996	7/16/1996	12/19/1999	2/8/1986	12/9/2003
Age	19	17	19	18	15	29	11
Qualifying Diagnosis	Autism, Fetal Alcohol Syndrome, Obsessive Compulsive Disorder	Mental Retardation-Moderate, Mitochondrial mypat	Mental Retardation-Moderate, Autism, Tuberous Sclerosis, Seizure Disorder	Mental Retardation-Moderate, Epilepsy- grand mal, ADHD	Mental Retardation-Moderate, Down Syndrome	Autism, Mental Retardation-Mild	Mental Retardation-Mild
Services Being Received	Case Management, Companion	Case Management, Respite	Respite, Child Hab, Companion	Case Management, Respite, Child Hab, Companion	Respite	Respite, Companion	Case Management, Respite, Child Hab
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Residential	Natural Family	SFHH	Natural Family	Adoptive Family	Natural Family	Natural Family
Funding Source	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Comprehensive Waiver	Childrens Waiver

Participant	A.Re.	B.R.	G.R.	A.Ry.	C.R.	T.Sa.	J.S.
Gender	M	M	M	M	M	M	M
Date of Birth	1/6/1997	10/7/1991	4/27/2005	6/8/1999	6/16/2001	3/17/2009	2/22/2008
Age	18	23	9	15	13	5	7
Qualifying Diagnosis	Cognitive Disorder-NOS, Traumatic Brain Injury	Mental Retardation-Mild, Cornelia de Lange Syndrome	Mental Retardation-Severity Unspecified, Expressive Language Disorder, Seizure Disorder, Leigh's Disease	Autism, Mental Retardation-Mild	Autism, Mental Retardation-Moderate	Mental Retardation-Mild, Down Syndrome	Mental Retardation-Moderate, Seizure Disorder
Services Being Received	Case Management	Case Management, Respite	Respite, Personal Care	Case Management, Respite, Child Hab	Case Management, Respite, Child Hab	Case Management	Personal Care
Race	Latino/Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Natural Family	Natural Family	Natural Family	Natural Family	Natural Family	Natural Family	Natural Family
Funding Source	Childrens Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver

Participant	S.S.	N.Sc.	M.Sh.	M.Sk.	T.Sm.	N.Sw.	R.T.
Gender	F	M	M	M	M	M	M
Date of Birth	12/13/1947	1/1/1994	11/28/1981	10/24/1976	5/24/1999	11/9/1995	1/22/1982
Age	67	21	33	38	15	19	33
Qualifying Diagnosis	Mental Retardation-Mild	Autism, Mental Retardation-Mild	Mental Retardation-Mild, Obessessive-Compulsive Disorder	Mental Retardation-Severe	Autism	Mental Retardation-Moderate, Cerebral Palsy-Moderate, Hemiparesis, VATER Syndrome	Aspergers Syndrome
Services Being Received	Case Management, Respite, Respite Daily	Respite	Case Management	Respite, Companion	Case Management, Respite	Respite, Companion, Personal Care	Case Management
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Natural Family	Natural Family	SFHH	Natural Family	Natural Family	Natural Family	Residential
Funding Source	Comprehensive Waiver	Comprehensive Waiver	Comprehensive Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Comprehensive Waiver

Participant	J.T.	W.U.	N.V.	J.V.	K.W.	D.W.	E.W.
Gender	M	F	M	F	M	F	F
Date of Birth	12/25/1993	4/19/1984	10/9/1987	7/5/1995	6/5/1997	6/24/2006	2/15/1996
Age	21	30	27	19	17	8	19
Qualifying Diagnosis	Autism, Mental Retardation-Severe	Mental Retardation-Moderate, Expressive Language Disorder	Mental Retardation-Mild, Impulse Disorder-NOS	Mental Retardation-Mild, Epilepsy, Huntington's Chorea	Down Syndrome, Mental Retardation-Mild	Autism, Mental Retardation-Mild	Mental Retardation-Severity Unspecified, Epilepsy- grand mal, Pervasive Developmental Disorder-NOS
Services Being Received	Respite, Companion	Case Management	Case Management, Respite, Day Hab	Companion	Child Hab	Case Management, Respite	Respite, Companion, Personal Care
Race	White, Not Hispanic	Asian/Pacific Islander	Latino/Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	SFHH	SFHH	Residential	Natural Familiy	Natural Family	Homeless Shelter/Natural Family	Natural Family
Funding Source	Comprehensive Waiver	Comprehensive Waiver	Comprehensive Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver	Childrens Waiver

Participant	C.W.	S.W.	T.W.
Gender	F	M	F
Date of Birth	1/11/1981	11/17/1988	2/4/1996
Age	34	26	19
Qualifying Diagnosis	Mental Retardation-Mild	Aspergers, Mental Retardation-Mild	Mental Retardation-Mild
Services Being Received	Case Management, Companion	Respite, Supportive Living	Case Management
Race	White, Not Hispanic	White, Not Hispanic	White, Not Hispanic
Place of Residence	Residential	Residential	Grandparents
Funding Source	Comprehensive Waiver	Comprehensive Waiver	Childrens Waiver

	Agency: The Arc of Natrona County	Prepared in May 2014 for fiscal year June 1, 2014-July 30, 2015	
Line #	Description	Projected Year 2014-2015	Notes
	PUBLIC SUPPORT & REVENUE		
1	Allocation from United Way of Natrona County	24,000.00	
2	Contributions General Fund	6,000.00	
3	Special events	83,000.00	Corn Maze-Gross $69,000 (profit $20,000); DTGD- $4,000; Other- $10,000.00
4	Legacies and bequests		
5	Fees/grants	55,000	
6	Memberships -- dues from individuals	2,200.00	
7	Program service fees	487,540.00	
8	Sales		
9	Investment income		
10	Miscellaneous revenue	67,660.00	Increase- apt. rent- new building
11	Total Revenue	725,400.00	
	EXPENDITURES		
1	Salaries	435,894.00	Decreased admin staff due to relocation and Waiver Changes
2	Employee benefits (health ins, retirement, workers comp)	36,550.00	health, vision, dental, retirement, workers comp
3	Payroll taxes	35,000.00	
4	Professional fees	22,000.00	Audit, bookkeeping, weekly cleaning
5	Supplies	3,510.00	
6	Telephone & internet	4,124.00	phone, internet, oncall
7	Postage & shipping	1,000.00	
8	Occupancy	112,000.00	camp rent, insurance, util- new budiling- mortg & prop. Management, prop. Taxes
9	Rental & maintenance of equipment	2,500.00	Ricoh
10	Printing & publication	1,500.00	New phamphlets, business cards, letter head, plus Ambi
11	Travel	3218	Mileage, CATC for camp
12	Conference, conventions & meetings	2,000.00	
13	Direct assistance to individuals	2,500.00	Camp Director
14	Memberships -- dues	2,000.00	Arc National Dues
15	Awards & Grants		
16	Miscellaneous expense	52,000.00	Corn Maze Expense $49,000; $3,000 christmas bonuses and party
17	Depreciation	10,000.00	Depreciation on the building
18	Payments to affiliated organizations		
19	Total Expenditures	725,400.00	
	Excess (deficit) of revenue over expenditures		

Proposed Outside Funding- 2015-2018

Data is based on conjecture and previous grant awards

Grants	2015	2016	2017	2018
Wyoming Workforce	$2,000.00	$4,000.00	$2,000.00	$4,000.00
Conoco Phillips- Camp	$1,000.00	$1,000.00	$1,000.00	$1,000.00
Ellogen-Camp	$10,000.00	$10,000.00	$10,000.00	$10,000.00
Push America	$1,000.00	$1,000.00	$1,000.00	$1,000.00
Joe Scott	$10,000.00	$20,000.00	$10,000.00	$20,000.00
Ted Taylor	$2,000.00	$2,000.00	$2,000.00	$2,000.00
API	$4,500.00	$5,000.00	$6,000.00	$6,000.00
Wyoming Community Foundation	$8,000.00	$8,000.00	$8,000.00	$8,000.00
United Way	$25,000.00	$27,000.00	$30,000.00	$30,000.00
CAP	$9,208.00	$9,500.00	$9,500.00	$9,500.00
TM White Memorial	$4,500.00	$4,500.00	$4,500.00	$4,500.00
Martin Fam Foundation	$10,000.00	$0.00	$10,000.00	$0.00
McMurry Foundation- CM 14	$0.00	$10,000.00	$0.00	$10,000.00
Total:	**$87,208.00**	**$102,000.00**	**$94,000.00**	**$106,000.00**
Cash Donations	$12,000.00	$15,000.00	$18,000.00	$20,000.00
Medicaid	$460,000.00	$447,000.00	$494,000.00	$560,000.00
Totals:	**$559,208**	**$564,000**	**$606,000**	**$686,000**

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

DEPARTMENT OF THE TREASURY

Date: APR 04 2013

ARC OF NATRONA COUNTY
PO BOX 393
CASPER, WY 82602

Employer Identification Number:
83-6004175
DLN:
17053234326002
Contact Person:
RICHARD K DOLFI ID# 31363
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 16, 2012
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

ARC OF NATRONA COUNTY

Sincerely,

Holly O. Paz

Holly O. Paz
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

ARC OF NATRONA COUNTY

ADDENDUM

Our records show that you were previously tax-exempt as a subordinate under group exemption number 2476. Because you applied for and have been granted your own individual tax-exempt status, you no longer rely on your affiliation with a parent organization for recognition of your tax-exemption and will be listed individually in the Exempt Organizations Select Check (Pub. 78 data).

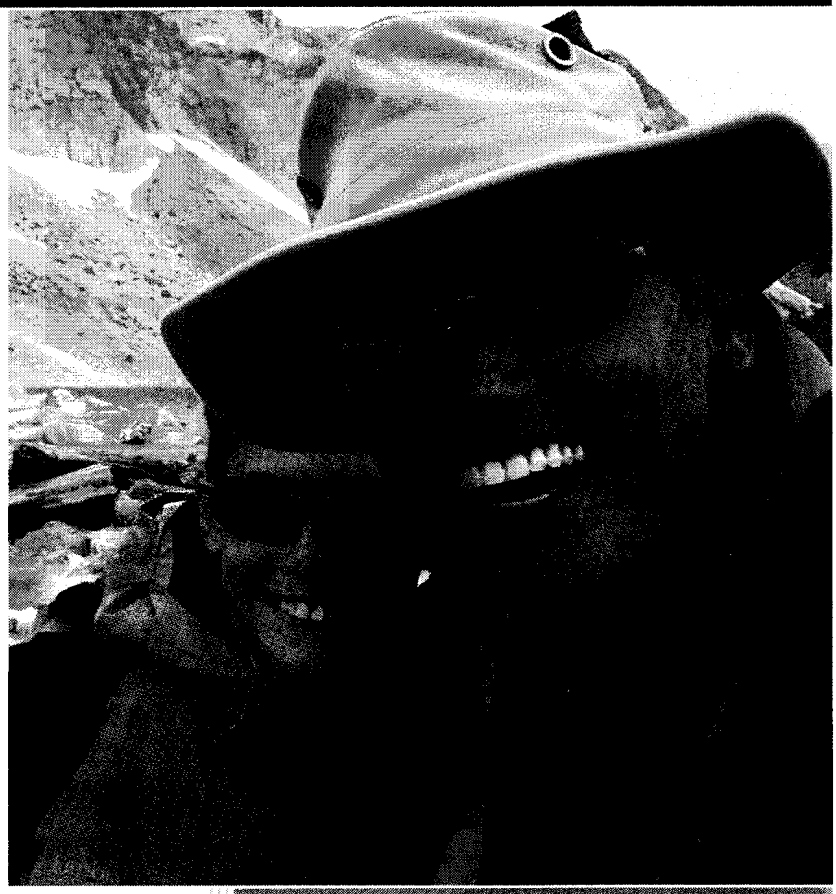
If, in the future, you choose to become a subordinate under a group ruling, you will lose your individual recognition of tax-exempt status and will no longer appear in the Exempt Organizations Select Check (Pub. 78 data). Moreover, if you become a subordinate under a group ruling and your parent organization loses its tax-exempt status, you also will lose your exempt status. To reestablish your individual tax-exemption after rejoining a group exemption, you will be required to reapply and pay the appropriate user fee.

APR-04-2013 10:59 IRS 513 263 3434 P.004

2015

Optional 1% #15

CITY OF CASPER GRANT REQUST



Greater Wyoming
Big Brothers Big Sisters

CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

Contact:

Fleur Tremel, Deputy Assistant City Manager

307-235-8296

ftremel@cityofcasperwy.com

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

OTHER DOCUMENTATION

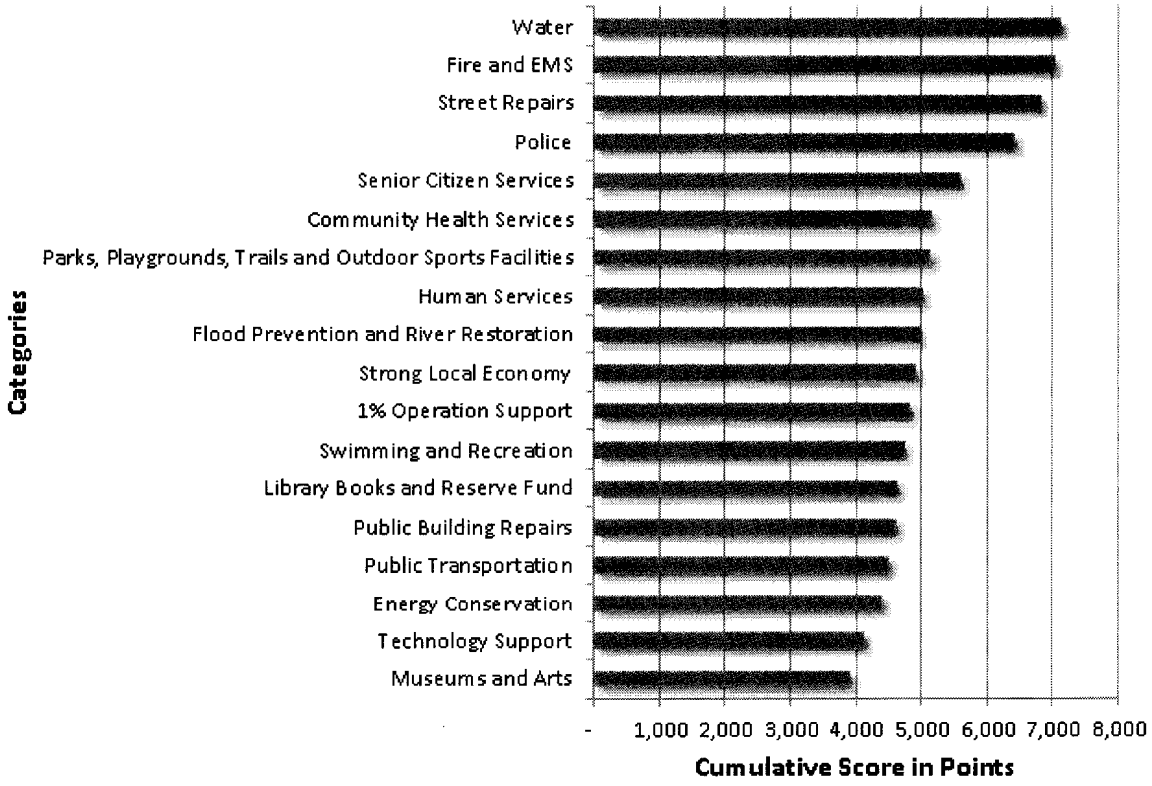
7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)

8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 02/06/2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 50,000 per year for $200,000

PROJECT DESCRIPTION

Project Name: *Youth Mentoring*

Name and Address of Sponsoring Organization/Agency:

Greater Wyoming Big Brothers Big Sisters Casper
400 East 1st Street,
Suite 310
Casper, Wyoming 82601
265-2227

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Lisa Cormier
Greater Wyoming Big Brothers Big Sisters Casper
400 East 1st Street,
Suite 310
Casper, Wyoming 82601
265-2227

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Greater Wyoming Big Brothers Big Sisters Casper (GWBBBS) seeks to increase the number of Casper youth mentored in our programs. Our agency hopes to partner with the City of Casper in order to provide continuous life changing services to youth in the Casper community. The mission of GWBBBS is to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever. Big Brothers Big Sisters is identified as an effective prevention program by US Department of Health and Human Services Substance Abuse Mental Health Services Administration (SAMHSA), the Office of Juvenile Justice and Delinquency Prevention (OJJDP), the US Department of Justice National Institute of Justice (NIJ), Child Trends, Crime Solutions, and Blueprints. A literature review recently published by WYSAC and funded by the Wyoming Department of Health concluded that "mentoring programs produce a range of positive youth outcomes such as improvement in self-perception, academic performance, parent-child interactions, peer support, social acceptance, and reductions in drug and alcohol use" (Anastasia, Skinner, & Mundhenk, 2012).

If funded, GWBBBS would increase the number of youth served in Casper through one to one mentoring and afterschool activities. GWBBBS seeks to increase its capacity in serving Casper families and youth due to increasing community concerns. Two out of every five youth are receiving a free or reduced lunch. Multitudes of research describe the adverse impact of low income and family structure on academic performance and adverse behaviors. For example, only 61% of Casper youth receiving a free or reduced lunch graduated from high school in 2013, compared to 74% of the general student body. An average of 56% of Casper youth are basic or below average in math and 46% in reading. Additionally, in 2013 there were over 940 juvenile arrests: 704 criminal related, 121 drug related, and 115 alcohol related. This reflects data from the 2012 Prevention Needs Assessment for Natrona County, where an average of 27% of youth reported using alcohol in the last 30 days, 29% exhibiting rebellious behavior, and 42% engaging in sensation seeking behaviors.

Mentoring is a catalyst in the complex formula of variables yielding in positive youth outcomes, often impacting more than one developmental area, as well as hard and soft skills (DuBois et al., 2011). Youth in mentoring relationships experience "teachable moments" when mentors expose them to new experiences or challenge youth to expand or refine their already existing skills. Research indicates that being actively engaged in shared activities, rather than "simply sitting and discussing problems and issues" allows for strong relationship building (Anastasia, et al., 2012). Through healthy outlets engineered by the shared mutual interests of youth and mentor, youth will learn to exchange their enjoyment of risk-taking, sensation seeking, and need for peer acceptance with a respect for their communities and recreational opportunities. The simple act of fishing or kayaking lends itself to healthy conversations and role-modeling opportunities. It also allows community members to develop strong relationships with youth, encouraging them to interpret those relationships as positive rather than punitive. Families will grow to see the GWBBBS as a partner and support system, helping their children achieve success. By building strong relationships with family members and caretakers, GWBBBS will be able to assess their needs, provide referrals to other community resources, and improve their connections to and interactions with school personnel, counselors, and court systems.

GWBBBS will provide one-to-one mentoring and group mentoring for Casper youth. GWBBBS actively recruits and screens volunteer mentors from within the community. Staff assesses each volunteer,

making sure they are appropriate to act as a role model for youth. Volunteer screening includes applications, references, legal background checks, training and interviewing. Staff also carefully gathers information about the volunteer's values, goals, interests, and beliefs so that they can be placed with similar families.

Families are also carefully assessed. Staff determines the needs and personality of each child in order to identify a volunteer with the skills, personality, and lifestyle necessary to work within the framework of the child's family and environment. Staff are also able to assess family needs, provide referrals to community resources, and improve their connections to and interactions with school personnel and counselors. Our organization is grounded in the philosophy that outcomes occur because of building strong, trusting relationships with the families we serve. Often families are resistant to social services and treatment, feeling stigmatized, labeled, and resentful of authority. Through the intake process to properly match youth with mentors, our staff build confidence and trust with families, seeing GWBBBS as a partner and support system.

Once a match is initiated, the Big (mentor) and Little (youth) meet regularly and engage in activities they both enjoy such as playing games, cooking, or watching movies. Matches can be community-based or site-based, with community-based matches taking place within the area and mutually agreed upon by the parent, mentor, and youth. Site-based matches take place either during school hours on school grounds or during after school hours at local community sites (such as community recreation centers or afterschool programs). Volunteers commit to spending at least one hour a week with an assigned youth. While the site-based program includes academic help and tutoring, the emphasis of the program is to build relationships to help improve social skills and self-esteem. All matches are continuously monitored and supervised by professional case managers to ensure that the needs of the child are being met, that the parents, volunteers, and youth are having a positive experience and that the ground rules for each relationship are being followed.

To maintain a strong connection with families and youth, GWBBBS also provides group mentoring during afterschool hours. Activities include, but are not limited to, positive recreation, meaningful community service, 21st century skills, job training, and life skills. Youth may explore interests related to hobbies, careers, or college. Community partners and businesses offer opportunities for youth to help others and build job skills while exploring interests and career opportunities. Life skills activities may include budgeting, car maintenance, cooking, or health education. Recreation opportunities give youth venues for which to develop and strengthen their relationships, learn new skills, engage in safe fun experiences, and help them become further involved in the community all while strengthening trusted relationships with mentors.

Several years ago, GWBBBS began piloting a prevention program for mentored youth in Casper identified as at-risk that were not yet matched with a volunteer mentor or would benefit from additional mentoring time. Youth were identified by case managers through the enrollment processes or during case management when youth, parent, teacher, counselor, or other community services provider discussion of the youth's circumstances indicated referral and participation in the program would be advantageous. As programing is not mandatory like GWBBBS's juvenile justice programing, youth attend because of the relationships formed with staff mentors and the positive feelings associated with programming. This program also fills a gap for families who want additional help for their child and perhaps have a negative outlook on their child's ability to stay out of the juvenile justice system, yet the family cannot yet receive services until the child is in the juvenile justice system. GWBBBS seeks to not only fill this gap, but to provide services to prevent youth from becoming involved in the juvenile justice system.

Through these group activities, the staff keep youth active and engaged in positive activities, maintain a connection with the family to continually assess their needs, and provide the positive reinforcement youth need. GWBBBS addresses the financial and transportation barriers that many at-risk youth face. Youth begin to trade enjoyment of risk-taking and the need for peer acceptance for a respect of their communities and positive opportunities while practicing social skills in a real world setting.

To measure outcomes, GWBBBS uses the Youth Outcomes Survey (YOS) tool researched, developed, tested, and provided by Big Brothers Big Sisters of America. It is a pre/post instrument that measures multiple components: social acceptance, scholastic competency, educational expectations, grades, risk attitudes, parental trust, truancy, juvenile justice, and special adult relationships. Last year, 100% of GWBBBS Casper participants maintained or improved in two areas, including special adult relationships, and 80% of youth improved in four or more areas. Maintaining is important in this context, as often mentoring can help at-risk youth from developing negative outcomes (Keating, Tomishima, Foster, & Alessandri, 2002).

GWBBBS strongly believes that the City of Casper's investment in GWBBBS programs and services can save costs for local government services, including law enforcement, legal, court, mental health and crisis aid. As a result of work in collaboration with other youth and family serving agencies and institutions in the community, GWBBBS can help decrease alcohol and substance abuse rates, juvenile arrest rates, school dropouts, suicide, and out-of-community placements.

Since programming is already in place, GWBBBS will focus on increasing the number of youth and families served.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The proposed project does not involve the purchase of equipment or construction of a building or facility.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

GWBBBS Casper anticipates serving youth ages 5-18, especially those facing adversity (low-income; living with a single parent, grandparent, or foster parent.

GWBBBS Casper estimates serving an additional 50 youth for a total of 205 youth. This number is based on our 2014 year end report, where we served 155 youth through our programs (58% of whom were living in poverty and 74% who lived with a single parent, grandparent, or foster parent), and current school district student counts provided by the Wyoming Department of Education. GWBBBS

Casper feels that this is an obtainable goal based on the funding request and allows for steady growth by the program.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The following are other sources of funding that allow for programming to be sustained at its current levels:

AmeriCorps (Federal)	*$18,866*
Wyoming Children's Trust Fund (Federal)	*$9,478*
Prevention for Success II (Federal)	*$16,277*
Department of Family Services ISP (State)	*$46,967*
Natrona County Recreation Joint Powers Board (County)	*$2,500*
CAPNC (County)	*$4,000*
Wyoming Community Foundation (Private)	*$6,000*
Ruth Ellbogen Foundation (Private)	*$12,500*
Private and Corporate Donations	*$4,600*
Casper 1cent Grant	*$50,000*
TOTAL	*$171,188*

If the 1% sales tax funding is not available, or not available in the amount requested, the project will not be able to expand and serve more youth in Casper at this time.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project will not be completed in phases.

GWBBBS is actively implementing a long-term fund development plan focused on developing individual and corporate donors over the next five years. Goals have been designed to achieve sustainability of current services beyond the duration of the grant. The organization is actively consulting with experts in fund development, who are advising us that full sustainability is a realistic and achievable goal, but it will take time to develop and steward donor relationships. GWBBBS of Casper has been fortunate to receive funding via donations, corporate giving, fundraisers, foundation grants, and funding from local, state, and federal governments. GWBBBS of Casper will continue to seek funding from these sources along with an increased focus on private donations. An increase in private donations will provide a broader level of sustainability for the future of the organization.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes. GWBBBS provides HUMAN SERVICES to youth and families of Casper.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Youth Mentoring

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$50,000	$50,000	$50,000	$50,000
Grants:				
Private	$18,500	$ 18,870	$19,274	$19,632
Federal	$44,621	$ 45,513	$ 46,424	$ 47,352
State	$46,967	$47,906	$ 48,864	$ 49,842
Local	$6,500	$ 6,630	$ 6,763	$ 6,898
*Donations (cash)	$4,600	$ 4,692	$ 4,786	$ 4,882
*Donations (in-kind)	$ 0	$ 0	$ 0	$ 0
Project Income	$	$	$	$
**Loans	$0	$0	$0	$0
TOTAL FUNDING AVAILABLE	**$ 171,188**	**$173,612**	**$176,084**	**$178,606**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

_____
_____
_____

Engineering/Architectural Fees (Design/Construction Administration)	$_____
• Contingency	$_____
Land Costs	$_____
Construction Costs (Labor and Materials)	$_____
• Contingency	$_____
Furnishings	$_____
Equipment Acquisition	$_____
TOTAL	**$**_____
Estimated Annual Operating/Maintenance Costs	$_____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

_____
_____
_____
_____
_____
_____

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.

Proposed Expenditures	**Cost**
Case Manager: 66% of case manager's salary. Case manager is responsible for screening volunteers and families to establish mentoring pairs. Case manager also completes volunteer background checks. Monthly support is provided to families, youth, and volunteers by case managers.	$9,000
Benefits calculated at 12.25% of the percent above, including FICA, Worker's Comp, and Unemployment	$1,102
Family Engagement Coordinator: 55% of Family Engagement Coordinator's salary. Activities Coordinator is responsible for coordinating with case managers to identify unpaired youth, especially those at-risk, and implement weekly activities. Activities Coordinator also documents and records activities, as well as coordinates with families to provide support or connect to other family oriented services within the area.	$7,500
Benefits calculated at 12.25% of the percent above, including FICA, Worker's Comp, and Unemployment	$919
Recruitment Coordinator: 24% of Recruitment Coordinator's salary. Volunteer Recruiter is responsible for seeking, engaging, and recruiting community members to become volunteer mentors. Volunteer recruiter also collaborates with Case Manager and Activities Coordinator to determine needs of youth and families to seek out specific volunteers that match youth needs and interests and family preferences.	$17,000
Benefits calculated at 12.25% of the percent above, including FICA, Worker's Comp, and Unemployment	$2,083
Facilities: 64% of facilities yearly costs	$10,000
Communications: 42% of communications	$696
Recruitment Expenses: To recruit families and community volunteers through various forms of media or in person contact through booths, as well as establish partnerships with other community organizations.	$1,200
Youth Activities: To provide mentoring pairs and groups the opportunities to participate in unique activities, experiences, or events that result in positive outcomes.	$500
TOTAL	$50,000

2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.

This proposal does not include purchase of equipment or assets that will require ongoing maintenance.

3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.

Not applicable

4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.

   Cost estimates were derived from current state wages, allowing for 2% annual increases.

   Cost Estimates were established by:

   Steve Hamaker, CEO
   Greater Wyoming Big Brothers Big Sisters
   518 Ord Street
   Laramie, WY 82070
   307-742-2227
   steve@wyobbbs.org

5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.

Year One Timeline

Activity	**Date**
Contract Finalized	July 1, 2015

Existing programs continue
• Recruitment of volunteer mentors
• Recruitment of community service partners
• Intake assessment of youth and families
  o personality & compatibility issues for making mentor matches
  o academic assistance needs
  o meaningful community service interests
  o positive recreational interests
  o social and life skills needs
  o support needs of family mental health needs
	Ongoing

• Implementation: Mentors and youth meet regularly, youth participate in tutoring/Homework club, youth participate in community service that is meaningful to them, youth participate in positive recreational activities, life skills classes, job training, and therapy as needed. Families receive support and referrals as needed.	Ongoing
• Staff provides on-going case management and support to ensure high-quality services	Ongoing
• Program Assessment and Evaluation	Monthly

6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

This project does not have any current debt.

OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)

(see attached)

8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.

GWBBBS Casper has not received any optional sales tax funds/grants. GWBBBS Casper was established in 2000, in large part through sharing our corporation's state and federal funds. Continued funding is dependent upon demonstration of local financial support. East local dollar helps GWBBBS leverage between $10 to $15 of other support.

GWBBBS Casper is a branch of Greater Wyoming Big Brothers Big Sisters. GWBBBS has over 43 years of providing mentoring services in Wyoming, expanding from a grassroots organization of three employees to a statewide organization of over 50 employees in Albany, Laramie, Carbon, Natrona, Sublette, and Sheridan counties. GWBBBS is a recognized high profile social service organization in the communities served. Funds sought in this grant will be utilized for the Casper branch.

GWBBBS's efficient management and communications structure encourages all service locations to share and reduce administrative costs, allowing for investment of resources in direct services to youth while achieving cost efficiency and low administrative expenses. GWBBBS maintains one central office, handling all administrative responsibilities and allowing local staff to concentrate their efforts on direct service delivery. Administrative leadership includes the CEO, CFO, two deputy directors, grants director, and the AmeriCorps Project Director.

GWBBBS manages numerous grants varying in amounts and complexities, providing funding for seven branch locations through the state of Wyoming. Grants range from small foundation grants to state and complex federal grants. GWBBBS staff is accustomed to the many guidelines, administrative, and reporting regulations/requirements for federal grants and federal pass through grants. GWBBBS historically and successfully completed federally funded statewide projects, including AmeriCorps, US Department of Education school-based mentoring programs, and a US Department of Corrections Mentoring Children of Prisoners.

GWBBBS fiscal controls are well established, including carefully designed financial policies and procedures in place, with grant disbursements monitored by the board of directors. GWBBBS's board meets regularly to develop and review the strategic plan, develop resources and partnerships, and make policy and administrative decisions. Each community has a resource committee to provide insight and advice about local issues and trends.

9. Needs Data: Include any relevant data which supports the need for the project.

Poverty		
	Site	Wyoming
Median Household Incomes ACS	$54,914	$56,573
Individuals in Poverty ACS	8.20%	11.00%
% of families whose income in the past 12 months is below the poverty level with children under 18 ACS	9.50%	12.40%
School District Free and Reduced Lunch Rate WDE 2013-2014	40%	37.63%
Number of children enrolled in KidCare CHIP and Medicaid 2012 WDH (County)	5,257	
Percentage of BBBS youth served at or below 185% of federal poverty level	58%	46%

At-Risk Data		
Criminal Arrests 2013 DCI	Drug Abuse Violations 2013 DCI	Alcohol Abuse Violations DCI
704	121	115
	Site	Wyoming
Criminal Arrests	75%	72%
Drugs	13%	12%
Alcohol	12%	16%
Child Abuse: # of substantiated cases 2011 DFS by county		96
Teen Birth: Percentage of births that were to teens age 15-19 2009 Vital Records and Statistics by County		13%
Teen Birth: Rate per 1000 births that were to teens age 15-19 2011 Vital Records and Statistics by County		35

Education		
	Site	Wyoming
2012-2013 Graduation Rate	74.12%	77.56%
2012-2013 Graduation Rate F/R Lunch Youth	61.33%	64.50%

2013-2014 PAWS Results percentage basic or below—
(greater percentages indicate more youth who are NOT proficient in a subject area)

	Math	Science	Writing	Reading	Average
3rd	47%			40%	44%
4th	53%	47%		36%	45%
5th	50%		41%	43%	45%
6th	59%			48%	53%
7th	58%		35%	40%	44%
8th	54%	55%		43%	51%
11th	70%	73%		71%	72%
	56%	58%	38%	46%	

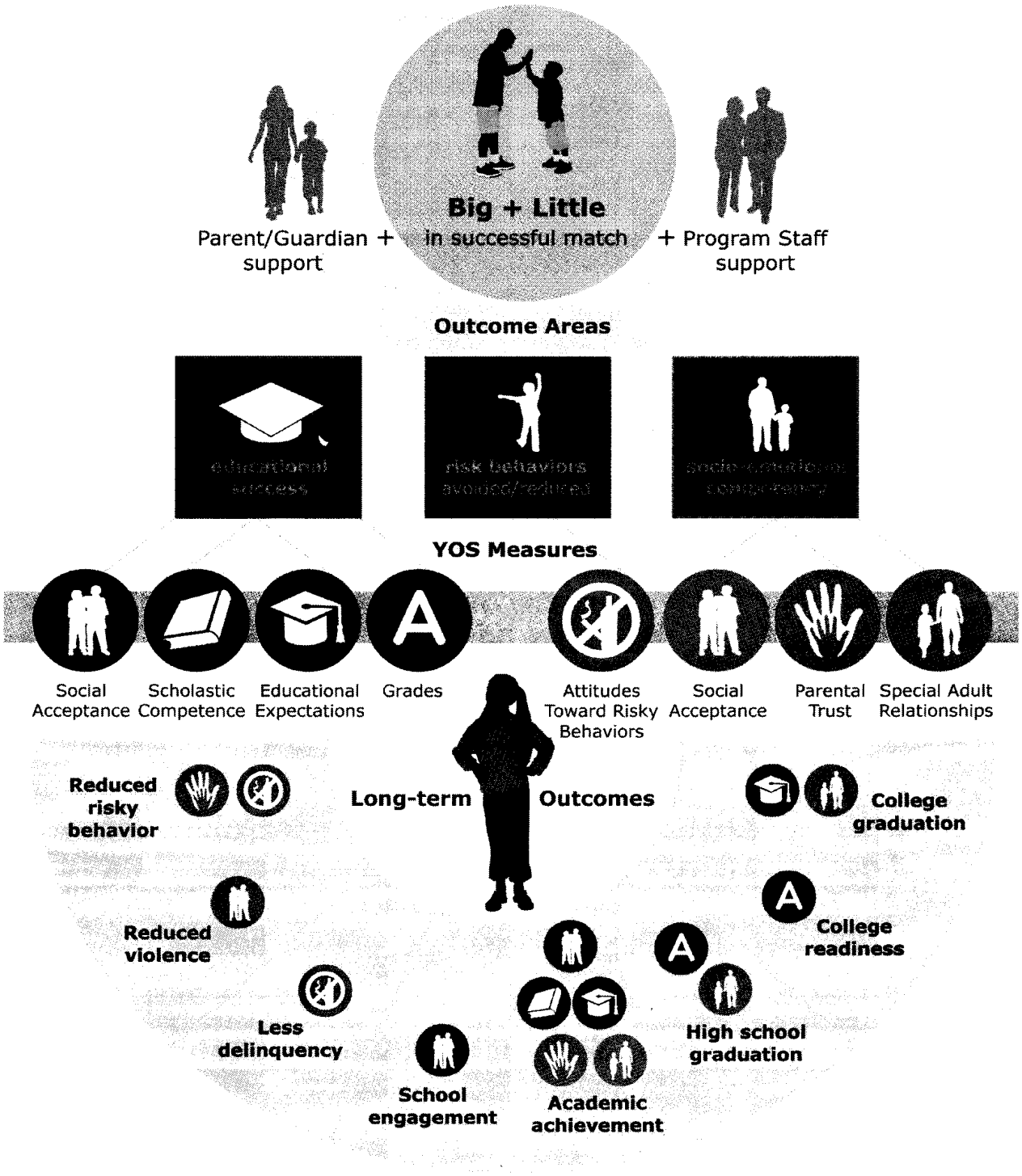
Natrona County Prevention Needs Assessment Data (from WYSAC)

Used Alcohol in the Past 30 Days	2006	2008	2010	2012
6th	7%	8%	5%	8%
8th	32%	27%	21%	20%
10th	41%	39%	38%	33%
12th	53%	48%	44%	48%

Rebelliousness	2006	2008	2010	2012
6th	47%	50%	38%	38%
8th	35%	38%	27%	23%
10th	35%	36%	31%	26%
12th	35%	29%	31%	28%

Sensation Seeking	2006	2008	2010	2012
6th	58%	45%	38%	46%
8th	55%	49%	40%	41%
10th	50%	45%	46%	39%
12th	54%	42%	43%	43%

10. Preliminary Design Documents: Include design documents as applicable and available.



Internal Revenue Service

Date: September 1, 2004

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Greater Wyoming Big Brothers Big Sisters
% Pauline M. Dunnuck, CPA, PC
1273 North 15th, Suite 121
Laramie, WY 82072-7905

Person to Contact:
Robert Molloy 31-04023
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
51-0188774

Dear Sir or Madam:

This is in response to your request of September 1, 2004, regarding your organization's tax-exempt status.

In April 1976 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

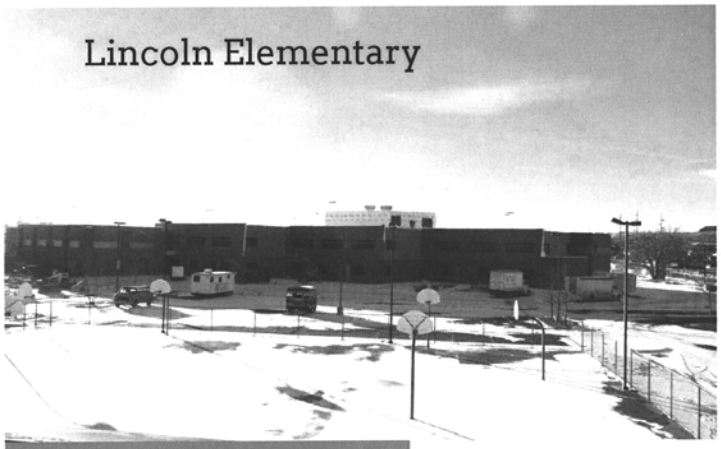
Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

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

Sincerely,

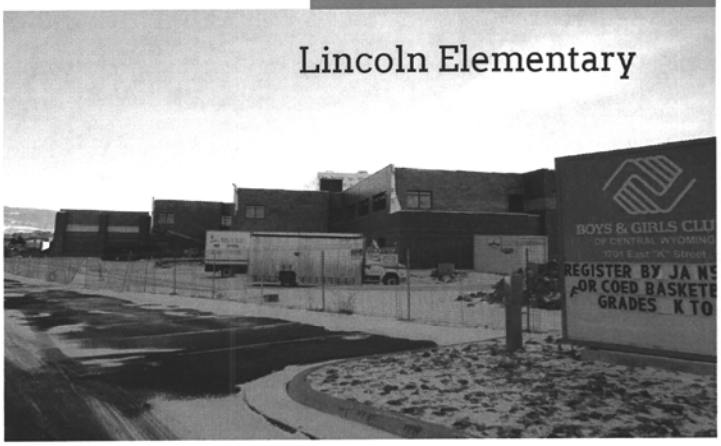
Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services



North Casper Youth Impact Project

BOYS & GIRLS CLUBS
OF CENTRAL WYOMING



CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

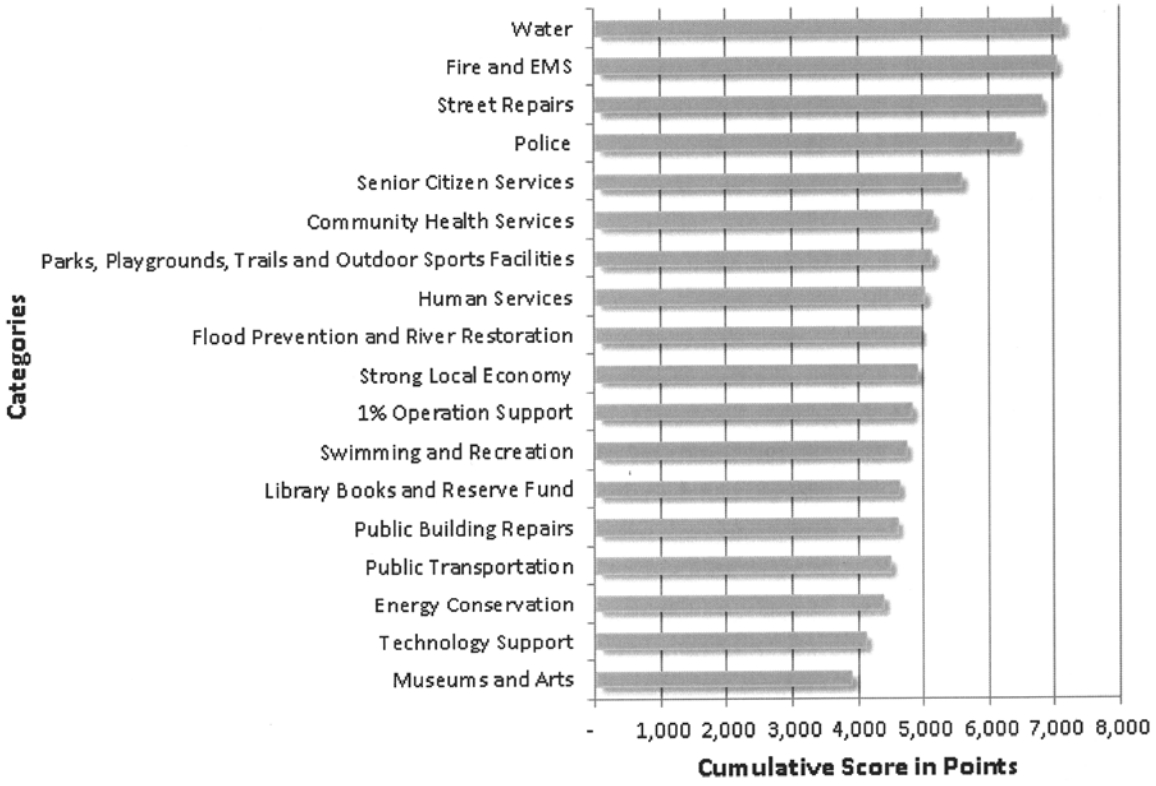
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date January 27, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 400,000

PROJECT DESCRIPTION

Project Name: Boys & Girls Clubs of Central Wyoming North Casper Youth Impact Project

Name and Address of Sponsoring Organization/Agency: Boys & Girls Clubs of Central Wyoming, 1701 East K Street, Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person: Ashley K. Bright, Chief Professional Officer, 1701 E. K Street, Casper, WY 82601, bgccw@vcn.com, 307-235-4079

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

(Attachment A)

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Greater Casper Branch of the Boys & Girls Clubs of Central Wyoming sits on city-leased land to the Boys & Girls Clubs of Central Wyoming Endowment Foundation. Lincoln Elementary School, which is directly west of the Greater Casper Branch, is located on Natrona County School District property.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

(Attachment B)

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?) The Boys & Girls Clubs of Central Wyoming hosts fundraising events each year. These proven sources of funding are the Annual Awards & Recognition Breakfast, Annual Reverse Raffle & Auction, and Annual Golf Tournament in addition to other development events. Foundation funds include: Daniels Fund, McMurry Foundation, Wold Foundation, Martin Family Foundation, Zimmerman Family Foundation, and the Tate Foundation. Individual giving constitutes a donor base of over 550 individual donors. Grants funding the Club consist of local, state and federal. The Boys & Girls Clubs of Central Wyoming will have challenges moving forward with the North Casper Youth Impact Project without the Optional 1% #15 allocation.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The proposed completion date for the Lincoln Club Branch opening is Fall 2015, in conjunction with the grand opening of the new school.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The Boys & Girls Clubs of Central Wyoming North Casper Youth Impact Project fits well within the priorities identified by the citizen survey, as the project directly provides human services to the youth and families of Central Wyoming. The Club is the largest low/no-cost youth provider in the state of Wyoming, which allows for struggling families to bring their children uninhibited by financial hardship while providing world-class programming to youth. Additionally, the project will develop an additional Club Branch that will allow youth to be served in their North Casper neighborhood. The Lincoln Club Branch will indirectly provide health services to youth through educational programming in the Club's priority outcome area of Healthy Lifestyles. Programs such as SMART Moves (Skills Mastery and Resistance Training) provide youth education and prevention programming to addresses problems such as drug and alcohol use and healthy body image. The Clubs also build a stronger economy by building civically responsible and engaged youth through priority outcome programs centered around Good Character & Citizenship and Academic Success. Youth are provided education in financial literacy and learn the importance of volunteering. Through Academic Success programming, youth are given the support and knowledge they need to succeed throughout their education, graduating from high school

with a plan in hand, ready for higher education, the military, or their chosen career path.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Boys & Girls Clubs of Central Wyoming North Casper Youth Impact Project

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$100,000	$100,000	$100,000	$100,000
Grants:				
Private	$219,000	$230,000	$235,000	$240,000
Federal	$55,000	$60,000	$60,000	$60,000
State	$45,000	$40,000	$40,000	$40,000
*Donations (cash)	$771,500	$803,937	$840,990	$883,635
*Donations (in-kind)	$150,000	$150,000	$150,000	$150,000
Project Income	$0	$0	$0	$0
**Loans	$0	$0	$0	$0
TOTAL FUNDING AVAILABLE	**$1,340,500**	**$1,383,937**	**$1,425,990**	**$1,473,635**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Attachment A: Project Narrative

Beginning in June 2011, the Boys & Girls Clubs of Central Wyoming worked closely with the City of Casper and the Natrona County School District to make Lincoln Elementary School a reality for the North Casper neighborhood. The Club's leadership staff, Ashley Bright and Brandy Popp, along with members of its Board of Directors, Drew Perkins, George Benson and Mitch Zimmerman, met with City representatives John Patterson, Gary Clough, Andrew Beamer, Linda Witko and Craig Collins, along with Mark Antrum and Dennis Bay of the Natrona County School District to formalize a plan. It was proposed that the Boys & Girls Club revisit its long-term lease agreement with the City of Casper in order for the City to sell the five acre property to the School District for the new school site. The Boys & Girls Club conveyed the significant impact the school would have on the Club's operations and continually developing campus due to the Greater Casper Branch's capacity numbers.

On March 2, 2012, the City of Casper stated that the City would repay the Boys & Girls Club for the investments made by the Club in land development of the future school site, as documented by BGCCW, with additional consideration to be negotiated in order to assist the Club in operational increases due to the impact related to servicing afterschool and summer programs at Lincoln Elementary School. John Patterson and former Mayor Kenyne Schlager outlined this support in an attached letter. The documents were presented and voted on at the March 6, 2012 City Council Meeting. The funds garnered from the purchase of the land went to Casper Youth Baseball to continue its Field of Dreams baseball development campaign.

The current primary school in North Casper, North Casper Elementary School, serves the lowest-socioeconomic area of Natrona County. Eighty-five percent of the students who attend North Casper qualify for Free & Reduced Lunch according to NCSD. The State of Wyoming, City of Casper and Natrona County School District have invested in the youth of North Casper through their vision for a new school, Lincoln Elementary. Lincoln will serve approximately 400 students, K-5, increasing its current capacity from 279. This school is being built directly west of the Greater Casper Branch on East K Street. Because of the Club's existing relationship with NCSD, space has already been planned for a Boys & Girls Club site within Lincoln.

Support from the City of Casper – 1% #15 will make the Club's expansion into Lincoln Elementary School possible, allowing for staff and supplies to implement impactful programs to be to approximately 110 members annually. Currently, the Greater Casper Branch is nearing capacity. Without this expansion, the Club would be unable to serve youth in their North Casper neighborhood.

At the Boys & Girls Clubs of Central Wyoming, we believe that every child who enters our facility has the potential to "Be Great!" At Lincoln Elementary School, this belief is no different and will serve as the platform for impactful programming all year long. The Lincoln Club site will build an environment that fosters positive youth development and empowers young people to succeed despite their circumstances.

The Club implements five key elements in its operations to ensure that such an atmosphere exists: A safe, positive place that ensures physical and emotional safety; supportive relationships that reinforce

that all members are cared for; fun that develops an eagerness to return to the Club and participate; abundant opportunities to explore interests and build new skills with the expectation that each member can succeed at the Club and in life; and recognition and positive reinforcement for young people's accomplishments. By creating an atmosphere in which all children believe that they can succeed and are cared for, members can make steps to achieve the Club's priority outcomes of Good Character & Citizenship, Academic Success, and Healthy Lifestyles.

Good Character & Citizenship programming is the cornerstone of impact at the Club. Programs in this area empower youth to make ethical decisions while supporting and influencing their Club and community. Youth are given the opportunity to develop leadership capabilities and the inner-confidence that they can make a difference while learning to respect their own - and others' - cultural identities. The Club utilizes "Be Somebody" to explore attitude, integrity, grit and purpose with members, allowing them to discover their own strengths and values as a guide to living authentically and ethically. Our Good Character & Citizenship programs build principled youth who understand the importance of ownership, responsibility, self-reliance, community service and habitual integrity.

Academic Success programs at the Club ensure that members have the support and knowledge they need to succeed throughout their education, graduating from high school with a plan in hand, ready for higher education, the military, or their chosen career path. These programs are designed to address areas of education which are either not addressed in school or could be complimented by further development. The Club does not take the place of a child's normal education but rather enhances that education. Power Hour is a comprehensive homework help and tutoring program designed to raise the academic proficiency of Club members. Project Learn reinforces academic enrichment and school engagement during out-of-school time. Research demonstrates that students do much better in school when they spend their non-school hours engaged in fun, academically beneficial, activities. Through Project Learn, Club staff use the areas and programs in the Club to create opportunities which include leisure reading, writing, discussions, helping others, homework help, tutoring, and games that develop young people's cognitive skills. Project Learn also emphasizes parent involvement and collaboration between Club and school professionals as critical factors in creating the best out-of-school learning environment possible.

Healthy Lifestyles programming develops young people's capacity to engage in positive behaviors that nurture their own well-being and teach youth to set personal goals and live successfully as self-sufficient adults. The SMART Moves (Skills Mastery and Resistance Training) education and prevention program addresses problems such as drug and alcohol use and healthy body image. NetSmartz teaches Internet safety through engaging multimedia activities and offline interaction with Club professionals regarding topics including personal safety, shopping safety and ethical use of the Internet. The Club's sports league programs afford youth the opportunity to explore competitive sports while learning to develop a positive use of leisure time, reduce stress, appreciate the environment, develop social and interpersonal skills, and engage in positive behaviors.

Priority outcome programming is further supported by the emerging youth campus in North Casper. The Boys & Girls Clubs of Central Wyoming North Casper Youth Impact Project utilizes all programs possible to allow children to achieve "Great Futures."

The Boys & Girls Clubs of Central Wyoming served over 130,000 free snacks and meals last year. Lincoln members will be offered a nutritious snack afterschool and during the summer months, and those members, along with their families, will be afforded the opportunity to take advantage of the Greater Casper Branch's Free Meal Program. Additionally, Lincoln members will be offered weekly classes at Casper Boxing Club in the All American Center. Already operating in 12,000 square feet of the Center, Casper Boxing Club, a well-established, world-class boxing program is serving hundreds of youth. National programs have documented the positive influences that youth boxing has on communities: lower juvenile crime rates, lower rates of teenage drug use, lower juvenile incarceration rates, and fewer tax dollars being spent on all of these troublesome areas. The benefits of boxing on a young person's life can be tremendous, impacting their grades, attitude, behavioral choices, health and relationships. Additionally, these Club members will have access to the Financial Literacy Center. In the remaining 4,000 square feet of the All American Center, the Financial Literacy Center will house a program in which students can come to gain financial literacy; building a future for themselves and generations to come. Students will participate in a hands-on, real-life program designed to enable students to prosper in a free enterprise system at WyoTown.

The North Casper Youth Impact Project will open many doors for the children of our community, inspiring all youth, especially those who need us most, to reach their full potential as productive, responsible, and caring citizens.

CASPER, WYOMING

OFFICE OF THE MAYOR

CITY OF CASPER

200 NORTH DAVID

CASPER, WYOMING 82601

March 5, 2012

Ashley Bright, Executive Director
Boys and Girls Clubs of Central Wyoming, Inc.
1701 East "K" Street
Casper, Wyoming 82601

Dear Ashley,

With the signing of the lease modification, the City will now be able to sell the open space to the Natrona County School District for the construction of the new North Casper Elementary School. When this opens in the fall of 2014, we understand it is your intention to open an off-site satellite Boys and Girls Club in this new school. You have indicated this will cause additional operating expense to the Club.

The City of Casper will do what it can to assist in the raising of these operating expenses. We have had a long and mutually beneficial partnership, and see this as another effort we work on together.

Thank you for serving the needs of so many youth in our City. We look forward to this relationship lasting for years to come.

Sincerely,

Kenyne Schlager

Kenyne Schlager
Mayor

John Patterson

John C. Patterson
City Manager

Attachment B – Population to Be Served

The Lincoln Branch School Site will serve 110 youth annually in its first year of operation and expects to see growth each year.

Currently, the Club is the largest low/no-cost youth provider in the state of Wyoming, which allows for struggling families to bring their children uninhibited by financial hardship. Because many youth who attend the Boys & Girls Club come from disadvantaged economic, social and family circumstances, it is the culture of the Club to understand the challenges that the community's children face. The Club serves youth K-12 at six sites in Natrona and Converse Counties. In 2013, 56 percent of the members served at the Club qualified for Free & Reduced Lunch. Today, hundreds of youth and their families utilize scholarships to attend because of an inability to pay. Youth are never turned away from Club services because of financial barriers. Additionally, the Club's Finance Department individualizes the fee cost-structure, ensuring that every family has access to Club services. It is the responsibility of the Club to allow all youth, despite their circumstances, the opportunity to attend so they are given the skills needed to combat challenges while being encouraged to live healthy lifestyles, strive for academic success, and set career goals while developing good character.

Needs Data –

According to the Natrona County Regional Partnership's most current Community Needs Assessment, "Poverty, food concerns, lack of quality child care & education, insufficient mental health services, substance abuse, high school attrition, homelessness, and a lack of fundamental basic human needs are forcing a negative cycle for many children in Natrona County. Parents consumed with other concerns struggle to provide adequate stimulation and attention..."

Data obtained from 2014 Wyoming County Health rankings found that 16% of Natrona County children were living beneath the Census Bureau's poverty line in 2012 while 1 out of 3 children lived in single parent households. According to the Annie E. Casey Foundation, a quarter of Wyoming children have parents who lack secure employment. Unfortunately, these statistics have worsened from 2008 to 2012. These children need a place of safety, guidance, and belonging.

Many youth in Wyoming are not headed toward "Great Futures." In Natrona County, 26% of students are not graduating on time. According to the 2013 Youth Risk Behavior Survey, nearly 10% of Wyoming youth surveyed reported carrying a weapon to school and 1 in 4 reported that they were in a physical fight one or more times during the 12 months before the survey. Almost a third reported feelings of sadness or hopelessness and 13.8% made a plan about how they would attempt suicide. The Youth Risk Behavior Survey also found that 45.8% of Wyoming youth have tried cigarettes and 68% have tried alcohol. Of the respondents, 36.3% reported having tried marijuana. The Wyoming Department of Health reports that Wyoming has twice the national rates for substance and alcohol abuse among young people, ranks the worst in the nation for meth use for kids 12 and older and is the 4th highest for binge drinking and lifetime alcohol use for students. Almost half of Wyoming youth have had sexual intercourse and 16.8% reported having sexual intercourse with four or more persons. In 2013, the Wyoming Health Department reported that Natrona County had the highest rate for chlamydia among

all other counties in the state. Wyoming also leads the nation in locking up youth, according to a 2011 report from the Annie E. Casey Foundation. The Wyoming Tribune Eagle states, "There continues to be violations of federal standards when it comes to detaining juveniles, and communities around the state lack the needed services to treat children so they won't re-offend."

There is an increasing demand to provide priority outcome programming to the youth of Central Wyoming through in-Club services and outreach, especially in areas of high-risk, such as North Casper. Danny, a North Casper youth, current 9 year member, and Boys & Girls Clubs of Central Wyoming Youth of the Year wrote, “The Club has a sign that hangs in the game room, “Great Futures Start Here.” The more time I spend at the Club, the more I believe that that saying can be true for my life too.” We know the Optional 1% #15 can help the Club instill this belief into every child! With the Greater Casper Branch nearing its capacity, we must expand into Lincoln Elementary School, to provide services and infrastructure to ensure that every child in North Casper has the opportunity for a “Great Future.”

Boys & Girls Clubs of Central Wyoming North Casper Children and Youth Impact Project

Line #	Description	2015	2016	2017	2018
	PUBLIC SUPPORT & REVENUE				
1	Optional 1% #15	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ 100,000.00
2	Contributions General Fund	$ 174,000.00	$ 179,000.00	$ 185,000.00	$ 190,000.00
3	Special events	$ 410,000.00	$ 415,537.00	$ 425,890.00	$ 430,000.00
4	Legacies and bequests	$ 1,000.00	$ 1,500.00	$ 2,000.00	$ 2,335.00
5	Fees/grants	$ 319,000.00	$ 330,000.00	$ 335,000.00	$ 340,000.00
6	Memberships -- dues from individuals	$ 21,000.00	$ 22,000.00	$ 23,000.00	$ 24,000.00
7	Program service fees	$ 310,000.00	$ 330,000.00	$ 349,000.00	$ 381,000.00
8	Sales	$ 1,500.00	$ 1,700.00	$ 1,800.00	$ 1,900.00
9	Investment income	$ 2,000.00	$ 2,200.00	$ 2,300.00	$ 2,400.00
10	Miscellaneous revenue	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,000.00
11	Total Revenue	$ 1,340,500.00	$ 1,383,937.00	$ 1,425,990.00	$ 1,473,635.00
	EXPENDITURES				
1	Salaries	$ 855,345.00	$ 877,560.00	$ 901,350.00	$ 927,575.00
2	Employee benefits (health ins, retirement, workers comp)	$ 59,355.00	$ 62,565.00	$ 64,790.00	$ 67,980.00
3	Payroll taxes	$ 102,625.00	$ 105,307.00	$ 107,435.00	$ 110,745.00
4	Professional fees	$ 26,245.00	$ 27,450.00	$ 28,250.00	$ 28,950.00
5	Supplies	$ 59,500.00	$ 62,000.00	$ 64,500.00	$ 66,700.00
6	Telephone & internet	$ 18,655.00	$ 19,225.00	$ 20,450.00	$ 21,790.00
7	Postage & shipping	$ 6,435.00	$ 6,950.00	$ 7,950.00	$ 8,750.00
8	Occupancy	$ 76,345.00	$ 78,250.00	$ 79,990.00	$ 81,250.00
9	Rental & maintenance of equipment	$ 15,475.00	$ 16,250.00	$ 17,250.00	$ 18,350.00
10	Printing & publication	$ 4,780.00	$ 5,235.00	$ 5,995.00	$ 6,600.00
11	Travel	$ 20,250.00	$ 22,700.00	$ 23,555.00	$ 25,750.00
12	Conference, conventions & meetings	$ 15,350.00	$ 16,555.00	$ 16,700.00	$ 17,400.00
13	Direct assistance to individuals	$ 1,740.00	$ 2,100.00	$ 2,400.00	$ 2,975.00
14	Memberships -- dues	$ 6,450.00	$ 7,240.00	$ 8,100.00	$ 8,575.00
15	Awards & Grants	$ 13,750.00	$ 14,250.00	$ 14,775.00	$ 15,295.00
16	Miscellaneous expense	$ 2,200.00	$ 2,300.00	$ 2,500.00	$ 2,950.00
17	Depreciation	$ 31,000.00	$ 32,000.00	$ 33,000.00	$ 34,000.00
18	Payments to affiliated organizations - Foundation Rent	$ 25,000.00	$ 26,000.00	$ 27,000.00	$ 28,000.00
19	Total Expenditures	$ 1,340,500.00	$ 1,383,937.00	$ 1,425,990.00	$ 1,473,635.00
	Excess (deficit) of revenue over expenditures				

North Casper Youth Impact Project

Our request of $100,000.00 per year for four years targets the support of the new Lincoln Branch.

Request per year for '15, '16, '17,'18

Food Program - $23,000.00

- $10,000.00 for Food Prep and Oversight Wages
- $10,000.00 for Food Cost
- $2,000.00 for Food Supplies
- $1,0000.00 for Occupancy

Lincoln Elementary After School - $58,300.00

- $26,000.00 for Lincoln Branch Coordinator
- $20,500.00 for Two Youth Development PT Professional
- $2,200.00 for Technology
- $6,900.00 for Program Supplies – Arts, Education, Health and Recreation, Awards/Incentives
- $1,500.00 for Training – Programs Areas of Academic Success, Healthy Lifestyles, and Good Character and Citizenship
- $1,200.00 Postage – Promotion, Recruitment, Membership, Communication

Lincoln Elementary Summer Programs - $18,700.00

- $14,000.00 for Summer Coordinators, Part Time Staff
- $2,300.00 for Travel/Field Trips
- $2,400.00 for Summer Program Supplies

Internal Revenue Service

Date: November 2, 2005

BOYS & GIRLS CLUBS OF CENTRAL
WYOMING
1701 E K ST
CASPER WY 82601-1552 019

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Richard E. Owens 31-07974
Customer Service Representative
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
23-7060727

Dear Sir or Madam:

This is in response to your request of November 2, 2005, regarding your organization's tax-exempt status.

In March 1970 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

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

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

Funding History

We have been fortunate and blessed to have received Optional 1% Sales Tax allocations in the past 12 + years. The following is a snapshot of our history:

I. In 2003-2004 we received Optional 1% funding for $580,000 toward the new Clubhouse facility on K. Street. Since that time we have had well over 1.2 million visits in our state of the art Boys & Girls Club facility which is ranked in the top 3% nationally.

II. In 2007-2008, we partnered with the City of Casper for the North Casper Skate Park project. This $550,000 allocation was a City of Casper project located on our campus. We have worked hard with the City of Casper maintenance and law enforcement to keep the Skate Park clean, family friendly and graffiti free. We have had event highs of 250 people at the park for demonstration and competitions.

III. In 2011-2012, we collaborated with the City of Casper to construct the Dick and Lynne Cheney Cowboy Ethics Teen Club. A beautiful teen facility addition with its own entrances, dedicated staff and teen space. Currently there are hundreds of teen members annually with a high of 55 daily in the 21/2 year old center. The allocation was $350,000 to the Boys & Girls Clubs of Central Wyoming.

IV. In 2011-2014 we launched the All American Center project which partnered with the Casper Boxing Club, Natrona County School District, the City of Casper and the new PAL - Police Athletic League. Casper Boxing Club/P.A.L programming has been successful. We are in final stages of our programming agreement with the Natrona County School District to launch the Financial Literacy Center portion of the All American Center. The $1,000,000 funding support given was allocated from excess 1% funds in 2011.

The Optional 1% Sales Tax has been extremely supportive to the City of Casper priorities over the years. The Boys & Girls Clubs are proud of its very successful track record and history serving youth for 46 years. Tens of thousands of youth have been positively impacted by the services offered thanks to the Optional 1% Sales Tax.

CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

RECEIVED
FEB 09 2015

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

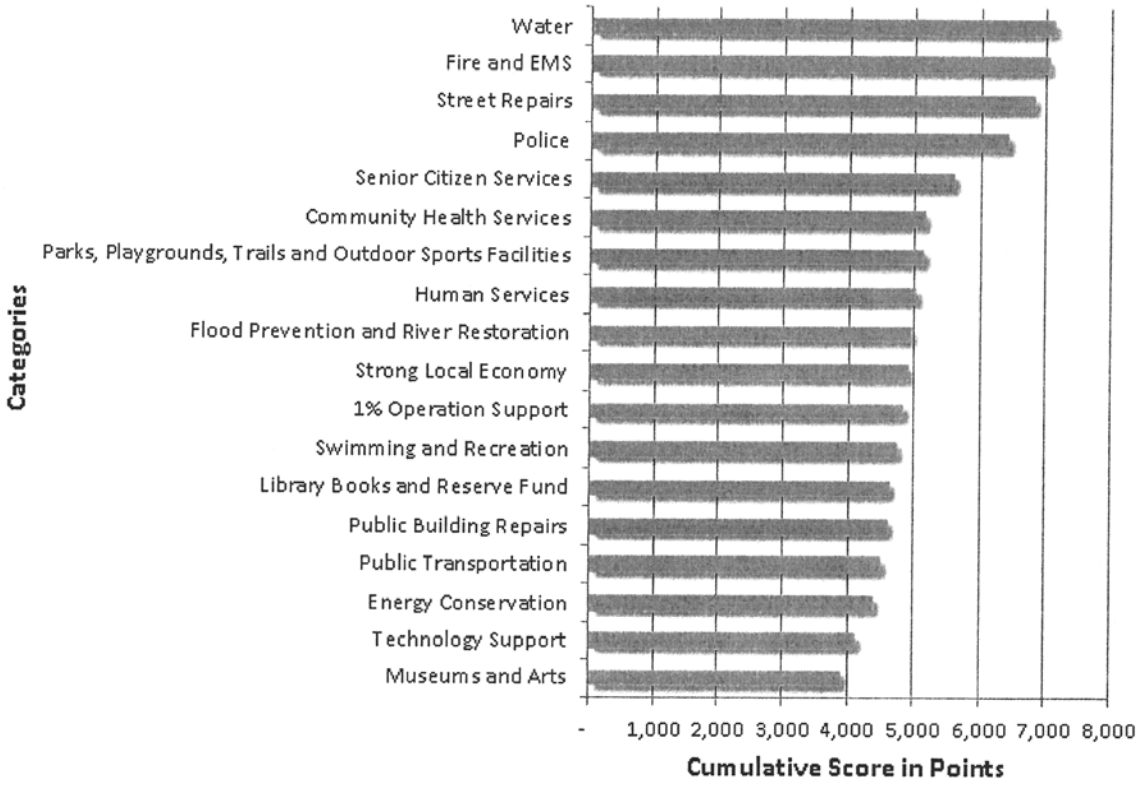
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date: January 30th, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $373,000

PROJECT DESCRIPTION

Project Name: Casper Scout Adventure Park

Name and Address of Sponsoring Organization/Agency: Greater Wyoming Council, Boy Scouts of America

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Matt Myers, Executive Director

3939 Caper Mountain Rd. Casper, Wyoming 82601

matt.myers@scouting.org

307 234 7329

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

This project would create a park type operation at 3939 Casper Mountain Rd for Scouts and their families We have run day camp operations in this area (next to our office) in the past and wish to expand and enhance the area with pavilions, benches, pathways, and program areas. Currently we have 10 picnic benches in this area. We own the land we wish to develop. We would like to purchase additional land (see appraisal) for future use behind our office. We DO NOT need this additional land to move forward on the project. Attached are estimates for the equipment and labor involved. Currently there is no electricity needed in this plan. Contacts are with Drakes Landscaping, Underwood Company, and

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Greater Wyoming Council, Boy Scouts of America owns and maintains the land that the project will be built on.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The population to be served would be over 900 youth and families that are in Scouting in the Casper Area. This would include their families and non-scout youth on annual basis. We could open the area to non scout groups on a reservation basis.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The project will go forward. We have commitments for one pavilion and will secure commitments on other parts of the project. Be Prepared is our motto! This may take years without city funding support.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

We hope to complete this project with funding this spring and summer. Benches and pathway may take longer but we plan to complete this project by 2015 year end at the latest.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes this project meets the priorities of the citizen survey.

Our Casper Scout Adventure Park would provide a park playground area for youth and families. Participation in our programs is family oriented thus strengthening family bonds and working within the parameters of human services.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Casper Scout Adventure Park

Proposed Project Funding:

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$373,000	$0	$0	$0
Grants:				
Private	$0	$TBD	$TBD	$TBD
Federal	$0	$0	$0	$0
State	$0	$0	$0	$0
*Donations (cash)	$20,000	$TBD	$TBD	$TBD
*Donations (in-kind)	$20,000	$TBD	$TBD	$TBD
Project Income	$1500	$1500	$2000	$2500
**Loans	$N/A	$N/A	$N/A	$N/A
TOTAL FUNDING AVAILABLE	**$460,000**	**$1500**	**$2000**	**$2500**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

The costs were developed by the Executive Director, of the Boy Scouts Matt Myers.
Costs were estimated by landscaping and construction companies locally.

Engineering/Architectural Fees (Design/Construction Administration)	$ (Donated)
• Contingency	$10,000
Land Costs	$60,000 (additional land)
Construction Costs (Labor and Materials)	$125,000
• Contingency	$ 25,000
Furnishings (15 Picnic Benches 10 park benches)	$23,175
Pathways, Assembly area, landscaping other.	$40,000
Equipment Acquisition (2 pavilions)	$74,054
3 Cement pads for pavilions (parking lot improvements)	$15,633
TOTAL	**$372,808**
Estimated Annual Operating/Maintenance Costs	$ 2500.00

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

Since this is a park our operational costs will include water, landscaping, and minor maintenance during the spring summer months. No power or electrical will be required.

Source of revenue will be from camp and activities operations (fees to participate)

Last year our Cub Scout Day Camp charged $75 per boy for a 5 day activity camp.

We own this property and have no liens or monies owed against it.

BOY SCOUTS OF AMERICA
GREATER WYOMING COUNCIL

February 02, 2015

SCOUT ADVENTURE CAMP BUDGET:

30 x 60 pavilion -	$55,608
20x20 pavilion -	$18,446
Cement platforms x 3 -	$ 15,633
Grass Sod -	$ 3,900 (Blue Ribbon Sod Co.)
Irrigation -	$ 8,250
Pathway 1000' with curbs	$ 12,450
Parking Lot improvements	$ 44,000
15 8x8 picnic Benches	$10,185
10 park benches	$ 11,490
Foot bridge	$ 1,799
Additional Property	$60,000
Other construction	$54,219 (assembly area, signage, trash cans, BBQ equipment)
Labor	$52,000
Contingency	$25,000
Total project	$ 373,000

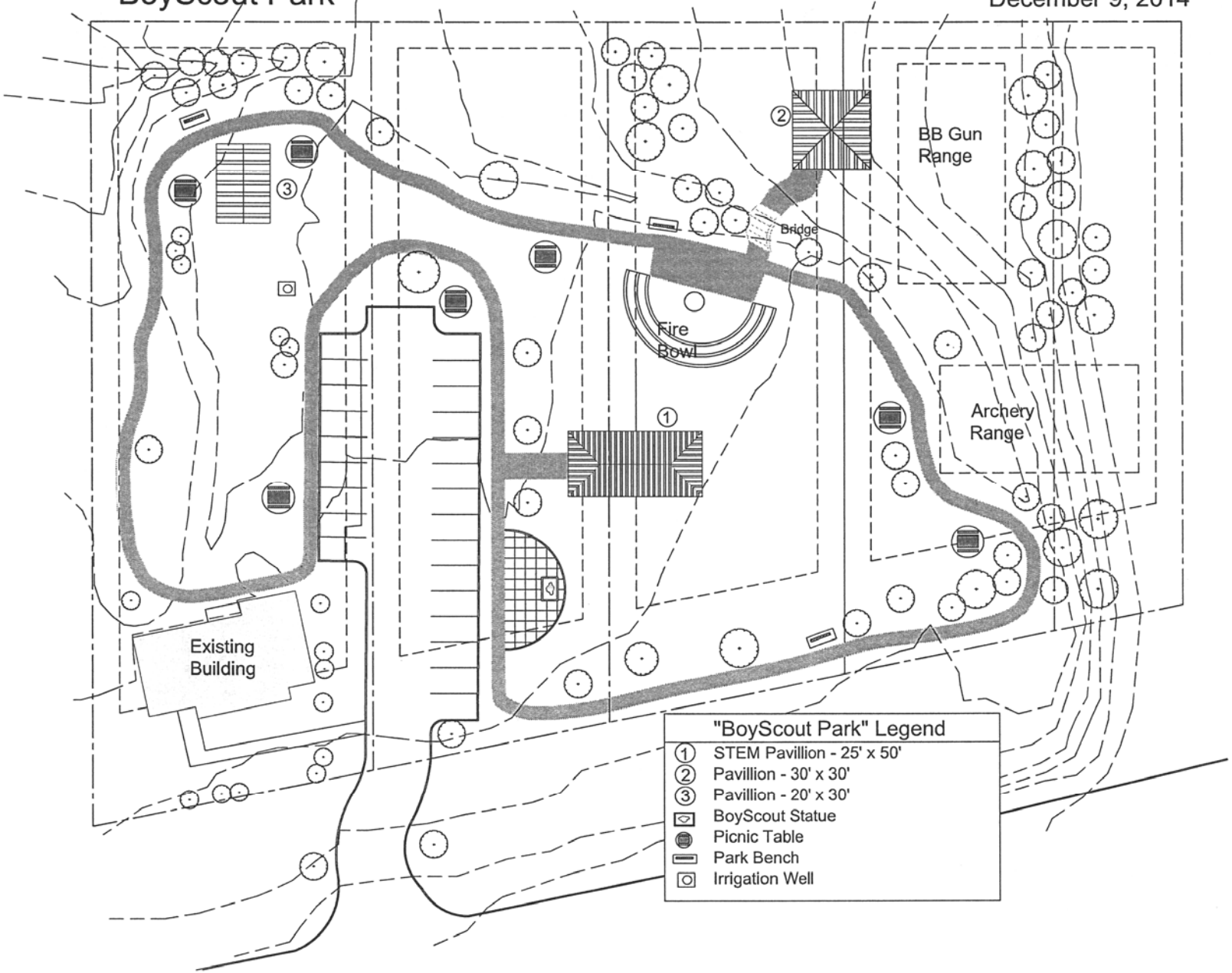
Matt Myers
Executive Director
Greater Wyoming Council / BSA

3939 CASPER MOUNTAIN ROAD
CASPER, WY 82601
(307) 234-7329 FAX (307) 237-5006
www.wyoscouts.org

Prepared. For Life.™

"BoyScout Park"

December 9, 2014



BOY SCOUTS OF AMERICA®
NATIONAL COUNCIL

Wayne Brock
Chief Scout Executive

Friday, January 30, 2015

Matt Myers, Scout Executive
Greater Wyoming Council, # 638, Boy Scouts of America
3939 Mountain Rd.
Casper, WY 82601638

Re: Requests for information regarding your council's federal tax-exempt status

Dear Matt:

This letter clarifies the tax-exempt status of your council. The Boy Scouts of America, National Council, is recognized as a public charity and tax exempt under IRC Section 501(c)(3), as well as IRC Section 170(b)(1)(A)(vi). We are not a private foundation as described in IRC Section 509(a). A copy of our current tax-exempt determination letter is attached.

For tax purposes, your council is a bona fide subordinate organization of the Boy Scouts of America, in good standing, and covered under the Boy Scouts of America's group exemption ruling, IRS Ruling No. 1761. Though the council is a separate entity and responsible for its own, independent audit, our exemption ruling extends the same recognition of tax-exempt status to this council as to the Boy Scouts of America National Council.

Each year, the Boy Scouts of America National Office submits to the IRS in electronic format a list of approved subordinate organizations which includes all local councils and their endowment trusts. Your council's information is on the attached list of subordinates.

On behalf of the many young men and women you serve in your council area, thank you again for all you do for Scouting. Questions, if any, can be directed to Russ McNamer, Associate General Counsel – Tax and Corporate, National Office, Legal Department, (972) 580-2226 (O), (214) 801-6974 (C) or Russ.McNamer@scouting.org.

Very truly yours,

Wayne Brock

Wayne Brock
Chief Scout Executive

Attachments

2015 IRS Letter

2014 Group Exemption Update

1325 West Walnut Hill Lane
P.O. Box 152079
Irving, Texas 75015-2079
972.580.2000
www.scouting.org

Prepared. For Life.™

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248360116
Jan. 20, 2015 LTR 4167C 0
22-1576300 000000 00
00017198
BODC: TE

BOY SCOUTS OF AMERICA
% STEPHANIE PHILLIPS
1325 W WALNUT HILL LN
IRVING TX 75038

007123

Employer Identification Number: 22-1576300
Group Exemption Number: 1761
Person to Contact: Ms. Harper
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 08, 2015, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in November 1965, 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.

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

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

BOY SCOUTS OF AMERICA
GREATER WYOMING COUNCIL

February 02, 2015

PAST FUNDING HISTORY:

The Greater Wyoming Council, Boy Scouts of America has not received community project money from the City of Casper in the past. This is our first application.

Matt Myers
Executive Director
Greater Wyoming Council / BSA

3939 CASPER MOUNTAIN ROAD
CASPER, WY 82601
(307) 234-7329 FAX (307) 237-5006
www.wyoscouts.org

Prepared. For Life.™

30' x 60' Steel Frame Gable Rectangular Savannah Pavilion

24' x 36' Steel Frame Gable Savannah Pavilion Shown w/Powder Coated Steel and Asphalt Shingles

Website: www.GazeboCreations.com
For questions, to request a freight quote, or to place an order, please call 1-888-293-2339
Hours of Operation: Mon-Fri: 8AM-7PM | Sat: 10AM-3PM EST
Email: contact@GazeboCreations.com

Print this Page

- Product Type: Pavilion
- Style: Savannah (Rectangle)
- Roof: Single Roof
- Material: Steel Frame
- Size: 30' x 60'
- Height: 156 in.
- Approx. Area: 1800 Sq. Ft.

Total Price: $55,608

	Base Price Before Customizations and Freight: $48,599
30 Year Shingle Roofing	$7,009
Unstained	--
Tube Steel Frame, Pre Primed	--
No Cupola	--
	Price with Customizations Before Freight: $55,608

Close

20' x 20' Steel Frame Square Forestview Pavilion

20' x 20' Steel Frame Forestview Pavilion Shown w/Powder Coated Steel Frame and Metal Roof

Website: www.GazeboCreations.com
For questions, to request a freight quote, or to place an order, please call 1-888-293-2339
Hours of Operation: Mon-Fri: 8AM-7PM | Sat: 10AM-3PM EST
Email: contact@GazeboCreations.com

Print this Page

- Product Type: Pavilion
- Style: Forestview (Square)
- Roof: Single Roof
- Material: Steel Frame
- Size: 20' x 20'
- Height: 136 in.

24x24 Pad 4" Deep

Total Price: $18,446

	Base Price Before Customizations and Freight: $14,399
30 Year Shingle Roofing	$2,049
Factory Stain (Deck/Fascia)	$419
4:12 Roof Pitch	--
Powder Coated Tube Steel Frame	$1,579
No Cupola	--
	Price with Customizations Before Freight: $18,446

Close

AllPicnicTables.com™
Bringing Quality to the Table

Live Customer Service: **1-888-293-2339**
Mon-Fri: 8:00AM-7:00PM | Sat: 10:00AM-3:00PM EST
Email: contact@AllPicnicTables.com

Extra Heavy-Duty Bolt-Thru Picnic Table

6' Picnic Table Shown with Redwood Stained Planks

Prices: $599 - $1,529

Price Chart

Options	Item#	Price
6' Untreated Pine Planks	[UPBT238-U6]	$599
8' Untreated Pine Planks	[UPBT238-U8]	$629
6' Pressure Treated Planks	[UPBT238-PT6]	$649
8' Pressure Treated Planks	[UPBT238-PT8]	$679
6' Redwood Stained Pine Planks	[UPBT238-T6]	$699
8' Redwood Stained Pine Planks	[UPBT238-T8]	$729
6' Recycled Plastic Planks	[UPBT238-R6]	$1199
8' Recycled Plastic Planks	[UPBT238-R8]	$1529

Leaves Warehouse in 3-4 Weeks

Holds up its End – and Yours

Our Extra Heavy-Duty Bolt-Thru Picnic Table is perfect for any park shelter, university campus, or outdoor pavilion. Available in 6' and 8' lengths, it has a galvanized steel frame that holds benches and tabletops constructed from your choice of decay-resistant pressure treated Pine, untreated Pine, redwood stained Pine, or incredibly durable recycled plastic. You can count on this table to do what it's supposed to, and accommodate tons of people – literally – for years to come.

Specifications

- Heavy-Duty Galvanized Steel
- 60"W x 30"H
- 18"H
- Galvanized Steel Bolts, Washers, and Nuts
- Click Here for Table Weights
- 2 3/8" O.D. Pipe Frame
- All Bolt Together Frame
- Walk Through Design
- Portable Table
- Made in the U.S.A.

Shipping & Assembly

- Ships Partially Assembled in 3 Pieces

Matt Myers

Subject: FW: Fifthroom.com Shopping Cart Quote: 3004413

Hi Matt,

Thank you for your interest in Fifthroom.com

Please see below for the full quote, showing both the shipping quote and the discount.

Please feel free to contact me by return email or by calling 888-239-2339 with any questions you may have.

Thank you,

Cindy Henry - Customer Service Specialist
Toll Free: 1.888.293.2339 Ext. 223
cindy@fifthroom.com
Direct: 724.444.5362 Fax: 724.444.5301

Fifthroom.com
Browse our Specialty Shops
GazeboCreations.com - AllPicnicTables.com
CedarStore.com - Designerbridges.com - TeakDesigns.com

From: Fifthroom [mailto:quotes@Fifthroom.com]
Sent: Monday, February 09, 2015 2:15 PM
To: quotes - FRM
Subject: Fifthroom.com Shopping Cart Quote: 3004413

MATT MYERS

BOY SCOUTS

3939 CASPER MOUNTAIN RD

CASPER WY 82601

Qty	Product	Unit Price	Price
15	8' Extra Heavy-Duty Bolt-Thru Picnic Table with Pressure Treated Planks - UPBT238-PT8 **Leaves Warehouse in 3 - 4 Weeks**	$679.00	$10,185.00

Sub-Total:	$10,185.00
Discount:	$-1,018.50
Tax:	$0.00

Cost to Install a Cement Slab

Cement Slab Installation

Zip Code

Square Feet*
3000

Item	Quantity	Low	High
Cement Slab Cost Non-discounted retail cost for common, mid-grade cement slab. Quantity includes typical waste overage, sufficient material for future repairs and delivery within 25 miles	3203 square feet	**$4,103.10**	**$4,699.20**
Cement Slab Labor Direct labor expenses to install cement slab. Includes planning, job equipment and material acquisition, area preparation, setup and cleanup.	129.7 hrs	**$7,250.92**	**$10,505.07**
Cement Slab Job Materials and Supplies Cost of supplies that may be required to install cement slab including: reinforcing materials, isolation materials, cleaning and chemical release agents .	3000 square feet	**$280.50**	**$322.50**
Cement Slab Equipment Allowance Job related costs of specialty equipment used for job quality and efficiency, including: 48" bull float, reinforcing bar cutters, 5+ cubic foot mortar mixing box with mortar hoe.		**$60.00**	**$106.50**
Totals - Cost to Install Cement Slab - 3000 square feet		**$11,694.52**	**$15,633.27**

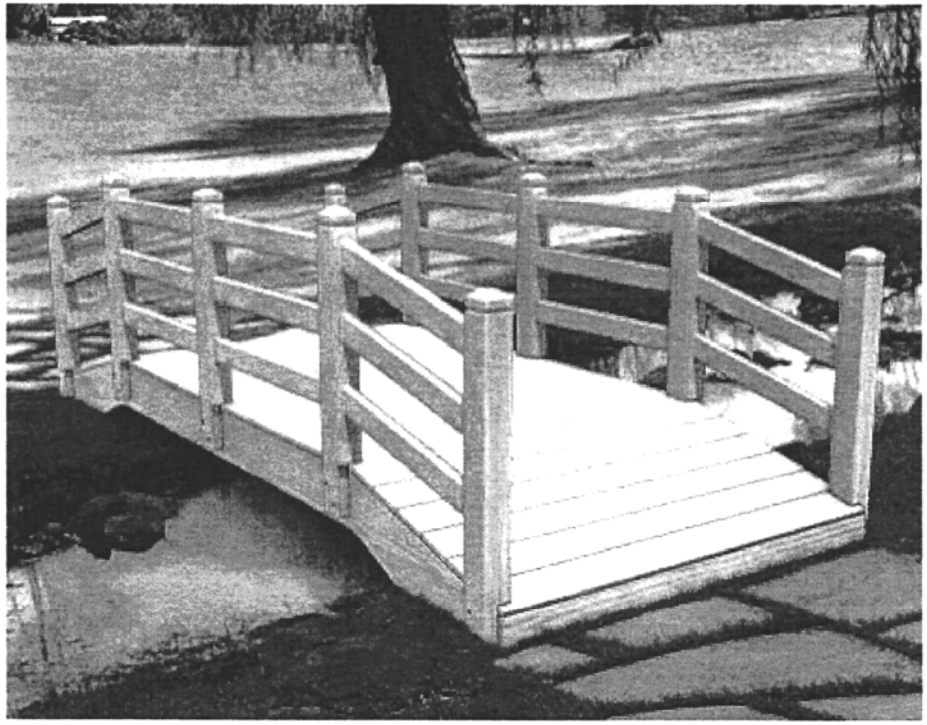
Matt Myers

From: Tony Kiser [drakeslandscaping@gmail.com]
Sent: Saturday, January 31, 2015 1:51 PM
To: Matt Myers
Subject: Concrete Curbing Estimate

We will install concrete curbing for $8.00 per linear foot. This pricing is for non-stamped non-colored curbing. if you wish for either stamping or color we charge an additional $1.00 per foot for each option .

Lou Kiser
TLC Landscape Curbing, LLC

5' x 12' Triple Rail Pedestrian Trail Bridge



Website: www.GazeboCreations.com
For questions, to request a freight quote, or to place an order, please call 1-888-293-2339
Hours of Operation: Mon-Fri: 8AM-7PM | Sat: 10AM-3PM EST
Email: contact@GazeboCreations.com

Print this Page

- Product Type: Bridge
- Product Type: Pedestrian Bridge
- Railing Style: Triple Rail
- Length: 12'
- Width: 5'
- Weight: 941 lbs.
- Max Span: 128 in.
- Weight Capacity: 2940 lbs.
- Height To Top of Railing: 32 in.
- Height To Top of Post: 35 in.
- Posts: 10
- Railing Sections: 8
- Beams: 3
- Cross Braces: 12
- Width Between Posts: 57 in.
- Decking Boards: 29

Total Price: $1,799

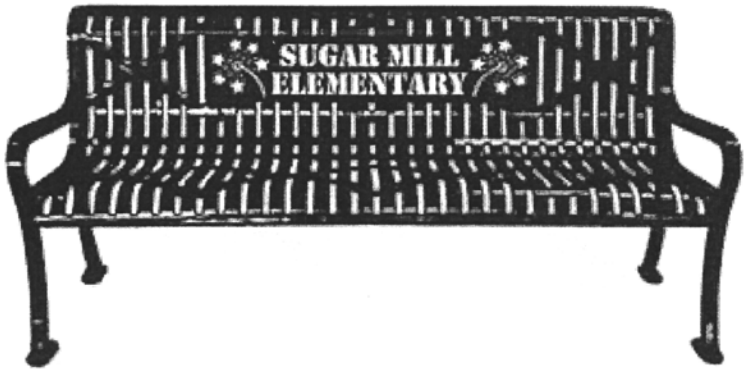
	Base Price Before Customizations and Freight: $1,799
Pine Deck (No Stain)	--
Pine Railings (No Stain)	--
No Beam Wrap	--
Standard Beam Count	--
Standard Handrail	--
Galvanized Hardware	--
32" High Rails	--
10 Posts	--
	Price with Customizations Before Freight: $1,799

Close

AllPicnicTables.com™
Bringing Quality to the Table

Live Customer Service: 1-888-293-2339
Mon-Fri: 8:00AM-7:00PM | Sat: 10:00AM-3:00PM EST
Email: contact@AllPicnicTables.com

Signature Series Customized Garden Bench



6' Garden Bench Shown in Green with Optional Customized Logo

~~$1,359 - $2,079~~

Now: $999 - $1,699

Price Chart

Options	Item#	Price
4' Bench	[LCRFP4]	$999
5' Bench	[LCRFP5]	$1149
6' Bench	[LCRFP6]	$1429
8' Bench	[LCRFP8]	$1699

Leaves Warehouse in 4 Weeks

Options and Upgrades

Color:
Beige • BK Green • Black • Blue • Brown • Burgundy • Granite • Gray • Green • Navy • Orange • Purple • Red • Sandstone • Teal • Yellow

Unique Design

Add your logo to our Signature Series Customized Garden Bench to make it extra-special. With 15 spectacular colors to choose from, you're sure to find one that complements your corporate insignia, family crest, or school colors perfectly. This thermoplastic coated steel bench, with cast iron legs, will display your logo in style for years to come.

Specifications

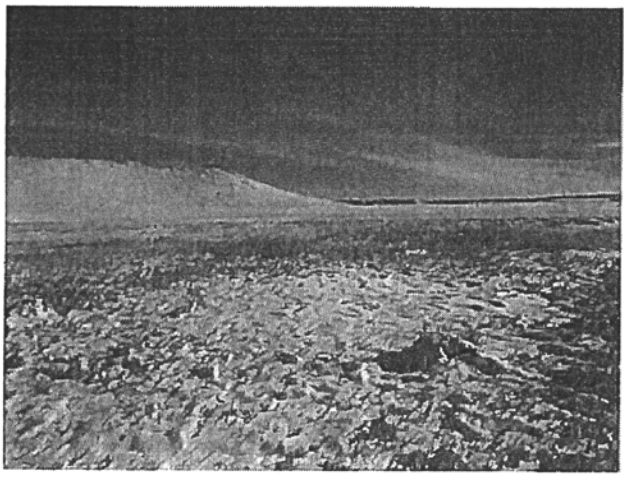
- Thermoplastic Coated
- 25"D x 33.5"H
- 20"D x 17.5"H
- Galvanized Nuts and Bolts
- 4'(225 lbs), 5'(245 lbs), 6'(265 lbs) & 8'(300 lbs)
- Predrilled Mounting Holes

Shipping & Assembly

- Ships Partially Assembled
- Approximate Assembly Time: 20-45 Minutes

APPRAISAL REPORT

Of



4.36 Acres Vacant Land on Casper Mountain Road
Casper, Wyoming 82601

As Of
December 18, 2014

Report Date
January 8, 2015

Prepared For
Greater Wyoming Council Boy Scouts of America
Mr. Matt Myers, Scout Executive
3939 Casper Mountain Road
Casper, Wyoming 82601

Prepared By
Deborah A. Gillihan
Certified General Real Estate Appraiser
Hilston Appraisals, LLC
933 W. 14th Street, Suite 7
Casper, Wyoming 82601

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HILSTON APPRAISALS, LLC

Greater Wyoming Council Boy Scouts of America
Mr. Matt Myers, Scout Executive
3939 Casper Mountain Road
Casper, Wyoming 82601

January 8, 2015

Re: 4.36 Acres of Vacant Land on Casper Mountain Road
Casper, Wyoming 82601

File Name: 2015D-17

Dear Mr. Myers:

At your request, I have prepared an appraisal for the above referenced property, which may be briefly described as follows:

4.36 Acres of Vacant Land on Casper Mountain Road
Casper, Wyoming 82601

The property rights appraised for this analysis is the Fee Simple Estate. The type of value in the analysis is the market value. The definition of value is described in the report. One approach to value was fully developed in this report. The effective date of value is December 18, 2014, the date the property was inspected for appraisal purposes. The appraiser has not performed any prior services regarding the subject within the previous three years of the appraisal date. Please refer to the signed certification for more details. The intended user is Greater Wyoming Council Boy Scouts of America. The purpose of the appraisal is to estimate the as is market value of the subject property.

The appraisal is based on General Assumptions and Limiting Conditions. The analyses, opinions and conclusions were developed and prepared in conformance with my interpretation of the guidelines and recommendations set forth in the Uniform Standards of Professional Appraisal Practice (USPAP), the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (F.I.R.R.E.A.) and Title XI Regulations, and any implementing regulations.

The appraisal is also prepared in conformance with the guidelines issued in connection with the legislation and implementing regulations described above, including without limitation, the final Interagency Appraisal and Evaluation Guidelines issued on December 2, 2010 by the Office of the Comptroller of the Currency (OCC), Federal Reserve Board (FRB), Federal Deposit Insurance Corporation (FDIC), Office of Thrift Supervision (OTS) and National Credit Union Administration (NCUA), the Interagency FAQs on the Agencies Appraisal Regulations and Interagency Statement on Independence of Appraisal and Evaluation Functions (see, for example, FRBs SR 05–5), and the Interagency FAQs on Residential Tract Development Lending (see, for example, FRBs SR 05–14).

Mr. Myers

Please reference page 16 of this report for important information regarding the scope of research and analysis for this appraisal, including property identification, inspection, highest and best use analysis, and valuation methodology.

Your attention is directed to the Limiting Conditions and Critical Assumptions section of this report (page 9). Acceptance of this report constitutes an agreement with these conditions and assumptions. In particular, I note the following:

Hypothetical Conditions:

- None.

Extraordinary Assumptions:

- This report is based on the extraordinary assumption that the subject does not lie in a flood zone and therefore has the entire site considered usable area; this is based on the FEMA Flood Insurance Map.

Based on the appraisal described in the accompanying report, subject to the Limiting Conditions and Critical Assumptions, Extraordinary Assumptions and Hypothetical Conditions (if any), I have made the following value conclusion(s):

Current As Is Market Value:
The As Is market value of the Fee Simple estate of the property, as of December 18, 2014, is

$60,000

SIXTY THOUSAND DOLLARS

The market exposure time preceding December 18, 2014 would have been 12 months and the estimated marketing period as of December 18, 2014 is 12.

Respectfully submitted,

Hilston Appraisals

I, Deborah A. Gillihan, am currently certified by the State of Wyoming Appraisal Commission as a Certified General Real Estate Appraiser, which complies with F.I.R.R.E.A., Title XI of the Federal Financial Institution's Reforms, Recovery and Enforcement Act of 1989 - Permit No. 1044. I am also a Certified General Appraiser, in the State of South Dakota - Permit No. 1319CG.

DEBORAH A. GILLIHAN
Certified General Real Estate Appraiser, Wyoming - Permit No. 1044

Summary of Important Facts and Conclusions

GENERAL

Subject: 4.36 Acres of Vacant Land on Casper Mountain Road
Casper, Wyoming 82601

Owner: Casper Lodge No. 15 (AF & AM) and Pathfinder Lodge No. 42

Legal Description: See page 39.

Date of Report: January 8, 2015 is the date that this report was published.

Effective date The opinions and conclusions of the appraiser relate to a specific point and time as defined by the scope of work determined by the client and the appraiser. The effective date of the subject appraisal is considered to be December 18, 2014.

Client: Mr. Matt Myers with Greater Wyoming Council Boy Scouts of America engaged the appraiser to complete this appraisal assignment, and is considered the client for this appraisal assignment.

Intended Use: The intended use is the appraiser's intent regarding how the report is intended to be used. The intended use of this assignment is for to assist in the purchase of the subject property.

Intended Users: The intended user is the person or entity that the appraiser intends will use this appraisal assignment for a particular purpose. For this assignment the intended user(s) is considered to be the client.

Sale History: According to the records of the Natrona County Clerk's Office, the subject was acquired by Casper Lodge No. 15 (A.F. & A.M.) and Pathfinder Lodge No. 42 via Warranty Deed 927578 dated January 12, 1982 from Glenn M. and Elizabeth A. Harvey, Merl A. Randall and Cecilia E. Randall, The Wyoming National Bank of Casper, as executor of the Estate of Jena C. Harvey. It is not known what was paid for the subject at the time. The current owner has owned the subject in excess of three years.

Summary of Important Facts and Conclusions

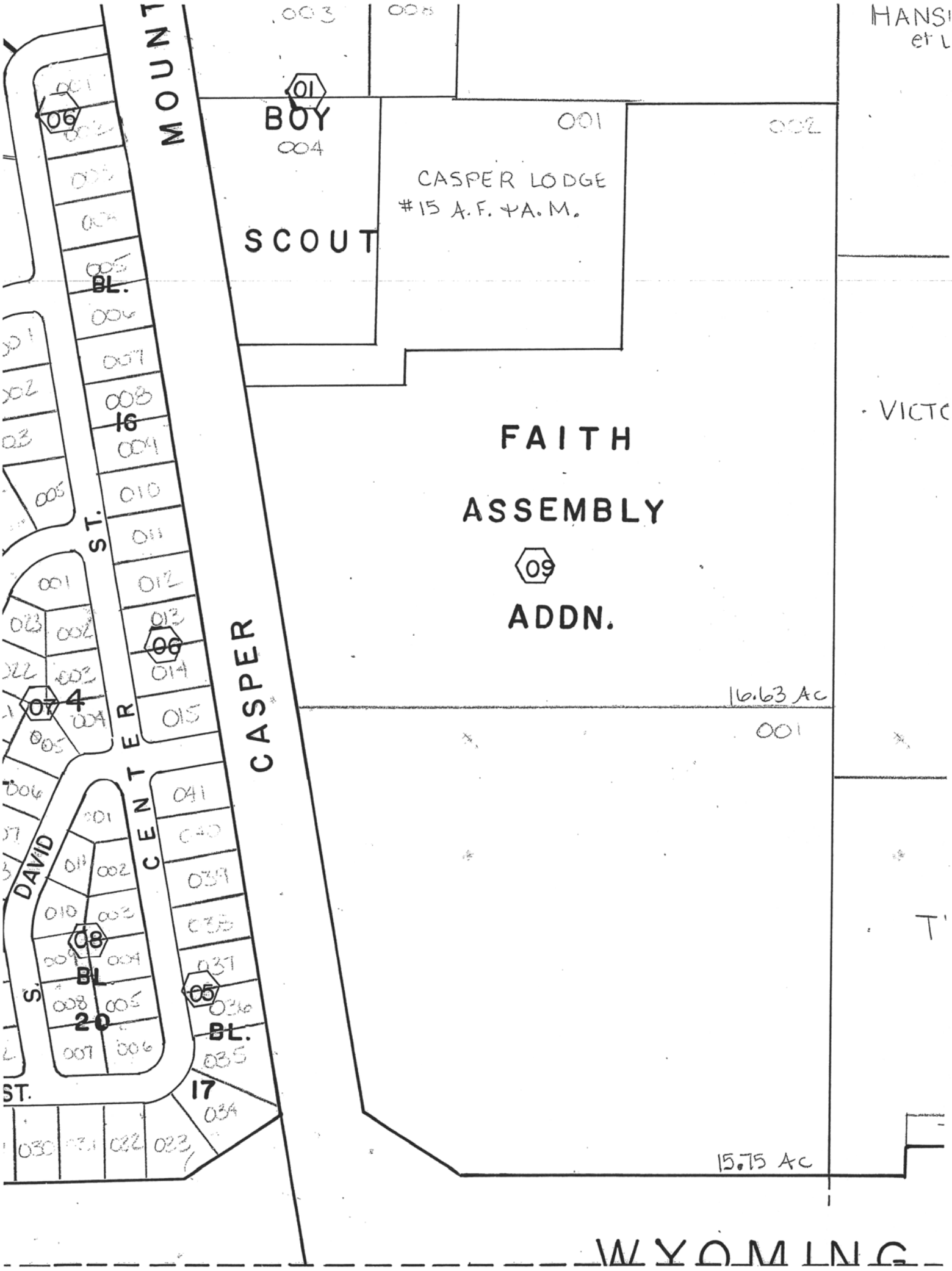
Current Listing/Contracts:	There do not appear to be any current listings or pending contracts on the subject as of the effective date of this report.
Natrona County Zoning:	(UR) Urban Residential
Highest and Best Use of the Site:	Rseidential Land
Highest and Best Use as Improved:	The subject is unimproved; therefore, the highest and best use remains the same.
Type of Value:	Market Value

VALUE INDICATIONS

Sales Comparison Approach:	$60,000

RECONCILED VALUES

Reconciled Values:	**As-Is**
Value Conclusion:	$60,000
Effective Date:	December 18, 2014
Property Rights:	Fee Simple



MOUNT
BOY
SCOUT
CASPER LODGE
#15 A.F. & A.M.
FAITH
ASSEMBLY
ADDN.
CASPER
CENTER
ST.
DAVID
S.
ST.
BL.
16
4
20
17
16.63 Ac
15.75 Ac
HANS
et L
VICTO
T
WYOMING

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 09 2015

Date February 05, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 23,000.00

PROJECT DESCRIPTION

Project Name: Representative Payeeship Program at BIAW

Name and Address of Sponsoring Organization/Agency:

The Brain Injury Alliance of Wyoming (BIAW)
123 West 1st Street, Suite 400
Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Dawn Lacko, Executive Director
123 W 1st Street, Ste. 400 Casper, WY 82601
Phone: (307) 473-1767
director@projectbrainofwy.com

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Brain Injury Alliance of Wyoming (BIAW) is an expanding non-profit organization serving survivors of traumatic brain injury and other injuries and illnesses. The BIAW was established as a non-profit organization in 1990 by the mother of a brain injury survivor. The alliance was formed to fill a gap in services and information available to acquired brain injury survivors and their families. The mission is to create a better future through brain injury prevention, research, education, and advocacy. The current program in place at the BIAW offers case management and payeeship services for Brain Injury survivors and individuals with Developmental Disabilities, Mental Illness, and/or Substance Abuse issues.

BIAW is currently applying with Social Security to be an agency provider of Representative Payeeship services. A representative payee manages the Social Security funds of a person whose Doctor has found them unable to manage their own funds. Each person served has a separate bank account and the Representative Payee ensures all bills are paid, that the individual has enough money for food and other needs and that all required reports are filed with Social Security. When BIAW is approved as an agency provider of payeeship services, BIAW will be allowed to charge a fee of no more than $39.00 per month for each client, except those who receive Social Security funds due to a drug or alcohol addiction, then the monthly fee can be $76 for each client as approved by Social Security. There is a great need for payeeship services in Casper at this time. The Wyoming Guardianship Corporation has provided payeeship services across the state from their office in Cheyenne, but they are no longer accepting new clients. BIAW has received requests from the Department of Family Services, the Wyoming State Hospital and the Department of Health to start providing this service and we receive weekly inquiries about the service even though we have not advertised the program yet.

The Payeeship Program should be able to sustain itself once we have 50 people participating. Until that time, we are requesting start-up funds to cover the cost of one year's bonding, one half time bookkeeper salary, software and postage costs. It is difficult to start a new program when you are a non-profit as most non-profits tend to spend all their funds each year. We hope to be able to grow the program quickly as the need for it is great.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

This request does not include any capitol construction or equipment.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Representative Payee program will serve anyone who receives Social Security funds. BIAW is uniquely qualified to serve a broad population that covers all ages as we currently support people under the broad definition of Acquired Brain Injury (ABI). ABI includes injury from trauma, like a car accident or sports injury, as well as from medical conditions such as stroke, encephalitis, aneurysm, lack of oxygen, or illness such as meningitis. We also support people with degenerative diseases such as Parkinsons, Lou Gehrigs, Multiple Sclerosis, Alzheimers and other forms of dementia. There is a push in the field of mental illness to start using terms such as Brain Disorder or Brain Disease and we work with people who cope with a variety of mental health issues from situational depression or anxiety to severe persistent mental illness. Brain injury survivors may also be dealing with substance abuse issues which may have been present prior to the injury or they may have developed problems after the injury. As a result, we keep all staff in the office well informed about these issues. Finally, BIAW provides Case Management services under the Medicaid Waiver for people with Brain Injury, Developmental Disabilities, Mental Illness, and Seizure Disorders. We believe that the one thing all of these disabling conditions have in common is the brain and we believe that by providing case management and financial support, we can help people live meaningful and purposeful lives.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The Representative Payee program should be self-sustaining once there are 50 people in the program. No other funds are being requested at this time as we believe the program will meet this goal within one year.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This is a one-time funding request as the program will be self-sustaining within the first year.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The Representative Payee program will benefit Seniors and people with Disabilities across all ages and we feel it fits under the categories of Senior Citizen Services and Human Services. Senior Citizens and people with disabilities are at great risk for financial exploitation and having an agency that has oversight from its board of directors and Social Security can help to ensure that they are not exploited. Additionally, taking the responsibility for managing the money of a Senior or a person with a disability out of the hands of family members can often reduce the amount of tension within families.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: BIAW Representative Payeeship Program

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$23,000.00	$0	$0	$0
Grants:				
Private	$0	$0	$0	$0
Federal	$0	$0	$0	$0
State	$0	$0	$0	$0
*Donations (cash)	$0	$0	$0	$0
*Donations (in-kind)	$ 5,200.00	$ 5,200.00	$0	$0
Project Income	$17,784.00	$23,000.00	$46,800.00	$46,800.00
**Loans	$0	$0	$0	$0
TOTAL FUNDING AVAILABLE	**$45,984.00**	**$28,200.00**	**$46,800.00**	**$46,800.00**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

No Capital construction or equipment included in the request.

Engineering/Architectural Fees (Design/Construction Administration)	$_____
• Contingency	$_____
Land Costs	$_____
Construction Costs (Labor and Materials)	$_____
• Contingency	$_____
Furnishings	$_____
Equipment Acquisition	$_____
TOTAL	**$_____**

Estimated Annual Operating/Maintenance Costs $0.00

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

_____

_____

_____

_____

_____

_____

Brain Injury Association of Wyoming
Representative Payeeship Program Budget

Income	Annual
-	-
One Cent Start Up funds	$23,000.00
In Kind donation of BIAW Copier ,phone, computer & space	$5,200.00
Total	**$28,200.00**
Expenses	**Annual**
Payroll ($15/hr, 20 hrs/wk, plus 20% tax costs)	$18,720.00
Postage (Estimate)	$2,780.00
Software (Quickbooks and Security)	$1,000.00
Bond (Estimate)	$500.00
Rent (In Kind donation of space @ $150.00 / month)	$1,800.00
Phone (In Kind donation of phone service @$50.00 / mo)	$600.00
Copier rental & use (In Kind donation at $150.00/mo)	$1,800.00
Computer (In Kind donation)	$1,000.00

Total	**$28,200.00**
Profit/Loss	**$0.00**

Funding timeline:
$3300.00 in the first month to purchase software and the bond.
$1790.90 each month thereafter for 11 months.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
1100 COMMERCE STREET
DALLAS, TX 75242-0000

DEPARTMENT OF THE TREASURY

Date: JAN 24 1996

BRAIN INJURY ASSOCIATION OF
WYOMING
246 SO CENTER STE 206
CASPER, WY 82601-2574

Employer Identification Number:
74-2556117
Case Number:
756023025
Contact Person:
ANNETTE SMITH
Contact Telephone Number:
(214) 767-6023
Date of Exemption:
MARCH 1990
Internal Revenue Code
Section 501(c)(3)

Dear Applicant:

Thank you for submitting the information shown on the enclosure. We have made it a part of your file.

The changes indicated do not adversely affect your exempt status and the exemption letter issued to you continues in effect.

Please let us know about any future change in the character, purpose, method of operation, name or address of your organization. This is a requirement for retaining your exempt status.

Thank you for your cooperation.

Sincerely yours,

Bobby E. Scott
District Director

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 02-09-2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 22,888.00

PROJECT DESCRIPTION

Project Name: Casper Area Visitor Center Critical Infrastructure Repair Project 2015

Name and Address of Sponsoring Organization/Agency:

Casper Area Chamber of Commerce & Visitor Center
500 N. Center Street
Casper, WY 82604

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Casper Area Chamber of Commerce & Visitor Center
500 N. Center Street, Casper, WY 82604
Email: glara@casperwyoming.org
Phone: 307-234-5311
Gilda Lara, Executive Director

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Our proposal consists of critical infrastructure repairs to the Casper Area Chamber of Commerce building that has historically housed the Casper Area Visitors Center located at 500 N. Center Street, Casper, WY.

The catalyst to this project was a sanitary line back up that occurred on July 25, 2014, resulting in water damage to building and full scale remediation and anti-microbial disinfectant measures as well as the discovery of severe scaling and degradation of our underground main sewer line. It was at this time that is was determined that our main sewer line was requiring repair and replacement and the existing sanitary waste line above ground would also require replacement to provide sufficient service to our public restrooms. These repairs were the direct result of many years of excessive use of our public restrooms through large numbers of visitors/tourists utilizing our facilities. Total restoration and repair investment of $6,562.38 was incurred during this one particular event.

The Casper Area Visitor Center co-occupies approximately 50% of the main floor (total square footage on main level of 3,859 sq. ft.) including Information Specialist Kiosk, brochure racks, lounge area and common office space. An additional area representing approximately 85% of the basement level (total square footage of basement level is 3,825 sq. ft.) is being utilized for storage of tourism collateral including maps, brochures, guides, etc. The building and its location were designed to enhance our ability to attract both vacation travelers and provide an all- inclusive facility highlighting recreational and business opportunities available in Natrona County, resulting in more overnight stays and sales tax revenue for both the Casper Area Convention and Visitors Bureau and the City of Casper. It is critical that our visitors/tourists have public restrooms in good working order and operating within ADA compliancy.

Due to the high volume of visitor related "foot traffic" and use of our facilities, we are now experiencing degradation of the buildings underground sanitary lines and public restrooms above ground piping and fixtures (including ADA compliant toilets and access). Items requiring repair, renovation and ADA compliancy upgrades are as follows:

Our facility experiences a high volume of tourists and visitors annually. Recent visitor statistics are as follows:

April 2014 – December 2014	Visitor Center Walk-Ins	Overall Total =7,606 (EST)

The major benefit to the community through the above-mentioned repairs and renovations is in our ability to continue to provide our tourists and visitors with an exceptional guest experience through excellent customer service, clean and adequately functioning public restrooms featuring ADA compliant facilities and entrances. The optimum result will be to encourage return visitations to Casper and promote our area as a good place to live and do business along with promoting our travel and recreational facilities and generating more overnight stays and increased tax revenue.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The building located at 500 N. Center Street is owned by the Casper Area Chamber of Commerce, Wyoming, and a non-profit Wyoming Corporation.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The following statistics will provide numbers relating to tourists and visitors as well as local residents that are served by our Visitors Center annually (April 1, 2014 – January 31, 2015). This information has been gathered by our Information Specialists and via our website provider.

*The results of these efforts translate to the following 2014-2015 statistics:

Visitor Center Walk-Ins	Overall Total	7,606 (EST)
Visitor Center Phone Calls	Overall Total	16,100 (EST)
Visitor Center Website Unique Page Views	Overall Total	2,322
Visitor Center Contacts Sub-Total		**26,028 (EST)**
Online Relocation Packets	Overall Total	1,529
Website Page Views	Overall Total	80,108
Relocation/Website Total		**81,637**
Visitor Center Contacts Sub-Total		26,028
Total Relocation/Website Page Views		81,637
Total Potential Visitor Contacts		**107,665 (EST)**

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The estimates that were provided by our contractors were guaranteed for a period of 6 months from date of estimate (January 29, 2015). Work will need to be completed prior to May 1, 2015 in order to prepare for the impact of tourists into our area starting (historically) May 15th, 2015.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The Citizens' Survey demonstrates priorities including support of trails, outdoor sports facilities, swimming and recreation facilities, museums and arts as well as support of efforts to strengthen our local economy. Our Visitor Center Informational Specialists refer tourists and visitors daily to local businesses and city wide attractions including all of the above-mentioned priority categories resulting in over 10,000 referrals annually. The ability of our Visitor Information Specialists to continue to provide our tourists and visitors with an exceptional guest experience starts with the guests "first impression" including clean and adequately functioning public restrooms featuring ADA compliant facilities and entrances. The optimum result will be to encourage return visitations to Casper and promote our area as a good place to live and do business along with promoting our travel and recreational facilities and generating more overnight stays and increased tax revenue.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Casper Area Chamber of Commerce & Visitors Center Critical Infrastructure Repair and Renovation project.

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$22,880.00	$	$	$
Grants:				
Private	$	$	$	$
Federal	$	$	$	$
State	$	$	$	$
*Donations (cash)	$	$	$	$
*Donations (in-kind)	$	$	$	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$_____**	**$_____**	**$_____**	**$_____**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Repair Underground Sanitary Line (includes excavation & backfill, PVC pipe and fittings, labor, curb and asphalt patch.
Contractor: GW Mechanical, Inc., Mills, WY $9,025.00

Replace sanitary waste line with new PVC pipe, fittings and labor above ground with hangers per re-route waste plan.
Contractor: GW Mechanical, Inc., Mills, WY $7,463.00

Purchase and Installation of two (2) ADA compliant toilets.
Contractor: GW Mechanical, Inc., Mills, WY $2,400.00

Replace two non- compliant restroom door handles with two lever handles (ADA)
Contractor: Superior Structures, Casper, WY $
300.00

Automatic Door Opener for main entrance doorway to include push button device, modified door frame, push bar and installation labor (also includes electrician labor).
Contractor: Superior Structures, Casper, WY $3,700.00

Engineering/Architectural Fees (Design/Construction Administration) $_____

- Contingency $_____

Land Costs $_____

Construction Costs (Labor and Materials) $_____

- Contingency $_____

Furnishings $_____

Equipment Acquisition $_____

TOTAL **$ $22,888.00**

Estimated Annual Operating/Maintenance Costs $_____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

_____
_____
_____
_____
_____
_____

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

RECEIVED
FEB 05 2015

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date January 27,2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 350,000

PROJECT DESCRIPTION

Project Name: ART 321-Casper Artist Guild at the Warehouse

Name and Address of Sponsoring Organization/Agency:

Casper Artists' Guild

1040 West 15th Street (moving to 321 W. Midwest)

Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Holly Turner, Executive Director Casper Artists' Guild

1040 West 15th Street (moving to 321 W. Midwest)

Casper, WY 82601 Phone: 265-2655 Cell: 262-5932

Email: hollypturner@yahoo.com casperartguild.bresnan.net

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Casper Artists' Guild is one of the oldest arts organizations in Wyoming. Founded in 1923, the Guild now has over 160 members and is a 501(c) 3 organization whose mission is to promote art and art education in Casper and surrounding communities.

After a three-year process of gathering input from the community, planning, and fund raising, the Guild is moving from its current location behind the west-side Albertsons to a renovated warehouse at 321 W. Midwest in the Old Yellowstone Urban Redevelopment District. The Westwind Gallery will become ART 321, a vibrant center for the arts that will bring exhibitions, workshops, and cultural events into the heart of the city.

This three-year process has been informed and supported by the Wyoming Arts Council, the Wyoming Cultural Trust Fund, the Wyoming Community Foundation, many local businesses and prominent foundations, local artists, many individuals who are interested in the arts, and especially by the City of Casper. The Guild's current facility, the Westwind Gallery, has been sold, and the income from that sale will allow the organization to pay cash for its portion of the warehouse: closing with the City of Casper is scheduled for March 4, 2015. The costs of renovation and the fund-raising to meet those costs are described in the Financial Resources and Funding portion of this application.

The Guild has conducted a number of focus groups to gather input from a wide range of citizens of Casper in the planning process for this project. Special attention has been paid to the growing demographics of senior citizens, who are increasing in number and increasingly seeking opportunities to learn and explore new interests and talents as they retire, as well as to young professionals, many of whom are returning to Casper after living elsewhere, yet still looking for the cultural opportunities they found in larger communities. Their input has been combined with that of local business people, interested artists and supporters of the arts, and faculty and students of Casper College and local schools. Many citizens talked with the planning committee as it put together the exciting plans for services and opportunities that will be offered at ART 321.

Because it is situated along the Rails-to-Trails pathway that runs through central Casper and will be adjacent to the planned new town square, the warehouse will bring a lively, easily accessible center for the creation and viewing of the arts into the center of the community. ART 321 will serve all ages, a venue for community activities, and a destination for locals and tourists.

The Guild will own half of the upstairs of the warehouse, approximately 8,000 square feet, and almost all of the basement (8,900 square feet). A local investment group has purchased the other half of the building and will open an upscale Italian coal fired pizza restaurant from Denver, an indoor market, and a rooftop bar. This combination of the arts and exciting new businesses will bring young and old alike to the new facility and guarantee a prominent role for the old warehouse in what promises to be a newly created cultural district for Casper.

Further, the location of this facility is ideal. The Rails-to-Trails pathway will link ART 321 directly to the Nicolaysen Art Museum and Discovery Center, the Natrona County Public Library, as well as to downtown businesses, restaurants, and coffee shops. Planning has already begun to institute First Thursday Art Walks in the summer of 2015. It is also located across the street from the Montessori Preschool and the new center for the Association of Retarded Citizens (ARC), just two examples of groups that have expressed great interest in utilizing the center.

The Guild believes that this is only the beginning and this project will contribute greatly to the economic development planned for the city's urban renewal corridor. Art 321 and its partners in the old warehouse will help the City realize a strong return on its investments in the Old Yellowstone District. The City's original purchase of the old warehouse will have been repaid in full and the City will have

been central in the process of seeing an old, deteriorating building become a newly renovated facility that will vastly increase property values, and thus tax base, in the surrounding area.

This renovated building will be a destination that brings ever more life and energy in the community. Casper's Director of Community Development, Liz Becher, recently summed it up this way:

> "Instead of experiencing a 'brain drain' of youth and young talent, communities that allow for the arts to intertwine in neighborhood development have seen a huge economic impact. Casper has the social and demographic mix to create this type of environment in its downtown core. The Casper Artists' Guild was the perfect organization for the City to target to implement its Redevelopment goal for this building. The Guild's strategic vision is multi-generational, engaging, and educational."

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Casper Artists' Guild is a 501(c) 3 non-profit organization that was founded in 1923. Its mission is to offer art exhibitions, workshops, and activities for the education and enjoyment of the citizens of Casper and surrounding communities. Membership (is only $60.00 a year) and participation in Guild activities is open to all and reflects a wide range of ages, abilities, artistic interests, and needs. The Guild will be the exclusive owner and operator of ART 321 at the warehouse. Our business plan includes raising monies for our endowment up to a million dollars in the upcoming years for sustainability. What's so great about ART 321 is that it is affordable art for our community.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

This project meets the priorities established in the One-Cent Citizens' Survey by providing a wide variety of services to citizens of all ages, especially those in the senior population. The facility will provide classes for citizens of all ages in addition to providing a vibrant place for people of all artistic interests to exhibit, observe, sell, and make art. Over 70% of our members at this time are 50 years old and above. Coupled with the project's contributions to the economic development of the downtown area and the Old Yellowstone Urban Redevelopment District by bringing the arts to the center of life, this project meets several of the one-percent priorities.

Even at its old facility, the Guild was able to serve more than 2000 artists a year in exhibitions, classes, workshops and events. Over 12,000 pieces of art were shown in our galleries just last year. We estimate that we will double all of these numbers when we move to our new space, because we will have double the space and will be doubling all of our offerings of classes, exhibits and workshops.

ART 321 has already generated a great deal of interest in the community, especially among young professionals and families with children. The Casper Artists' Guild has in fact doubled its membership in one year as a result. The Guild has always had a large contingent of senior members and outside participants, many of whom come to the Guild to explore new hobbies, interests, and new ways of volunteering and becoming engaged socially as they age. As a result of the move to ART 321 they are

now being joined by a new demographic that is adding the excitement and energy of youth to the project. It is an exciting time to be exploring the arts in Casper.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Through grants and private and public donors, the Casper Artists' Guild has raised over $750,000 of the $1,000,000 needed to complete the purchase and first-phase renovation of the warehouse facility. (Please see the list of funders provided in this application.) The installation of a new elevator, which is the first step to assure the economic sustainability of the facility by remodeling the basement to tenant-ready status, is also included in the last part of Phase One and this grant request.

A detailed business plan is in place to assure the sustainability of the organization and its new facility. The Guild's recently revisited Strategic and Business Plans indicate that the project has sufficient revenues to complete Phase One and move to Phase Two with this grant. Identified sources of revenue for Phases Two and Three and for ongoing sustainability include venue rentals, fundraising events, revenue from classes and workshops, increased membership, sales of art works, corporate and individual donations, and local and national grants. Because the facility will be paid for, it is anticipated that operational funding will be generated by activities and services provided through Art 321 at the Warehouse, reducing the need for outside funding. A funded line item for building depreciation and replacement as needed is included in the budget and business plan. Models of similar arts groups and facilities in the region have proven the Guild's estimated revenues to be realistic and attainable.

Resources Already Raised for Phase One Renovation:	Cash Amount
Doran and Nancy Boston	$ 200,000
Carol Chapman	$ 150,000
Goodstein Foundation	$ 100,000
First Interstate Bank	$ 50,000
Joe Scott Foundation	$ 50,000
Wyoming Community Foundation (Operations)	$ 40,000
McMurry Foundation	$ 25,000
Tate Foundation	$ 25,000
Wyoming Arts Council	$ 18,500
Wheeler Foundation	$ 10,000
City of Casper Façade Grant	$ 10,000
Zimmerman Foundation	$ 5,000
True Foundation	$ 5,000
Jonah Bank	$ 2,000
General fundraising activities	$60,000
Wyoming Cultural Trust Fund	$50,000
Total Cash Income Generated as of January 2015	$800,500
Request to the 1% City of Casper Fund for Phase One	**$350,000**
Total Revenues for Opening the Facility and Installing an Elevator	$1,150,500

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

Phase One of this project will be completed in May 2015 and will enable the opening and full functioning of ART 321. Fundraising has put the project at 80% of goals. The addition of One-Percent money will leverage private and foundation funding to complete Phase One and enable the installation of a new elevator to the basement. Although the elevator is actually the first step in Phase Two, which is the remodeling of the basement to tenant-ready status, a request for funding from One-Percent monies is included here to assure the sustainability of the facility in the long run. Once the elevator is installed the basement will become available for rental income.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project clearly addresses several of the priorities identified in the citizen survey: providing services to senior citizens, adding to a strong local economy, and bringing the arts to the central core of Casper, specifically the Old Yellowstone Urban Redevelopment District.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: ART 321 Casper Artist Guild at the Warehouse

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$ 350,000	$	$	$
Grants:				
Private	$ 312,000	$	$	$
Federal	$	$	$	$
State	$ 78,500	$	$	$
*Donations (cash)	$ 410,000	$	$	$
*Donations (in-kind)	$ 55,000	$	$	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$ 1,205,500**	$_____	$_____	$_____

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Lyle Murtha Stateline #7 Architect, and John Haas of Haas Construction, they have developed these costs and have hired all of our sub-contractors like the electricians, plumbers, roofers, etc.

Engineering/Architectural Fees (Design/Construction Administration)	$ included in construction costs, because it is a design-build project
• Contingency	$ is built into the estimates__
Land Costs (we sold our bldg. for $200,000 And bought this building for $200,000	$ bldg. Paid for by our current bldgs. sale
Construction Costs (Labor and Materials)	$ 1,150,500
• Contingency	$ built in
•	
• Furnishings	$ using existing
Equipment Acquisition	$ existing
TOTAL	**$ 1,150,500**
Estimated Annual Operating/Maintenance Costs (see attached budget for operating costs)	$ 140,000

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

(see our budget for revenue sources)
We had estimated this project to cost $800,000 and due to having the unexpected costs of a new roof and a new fire suppression system and a new building, we are now over $1,000,000 in construction costs.

See Haas Construction job estimates and Lyle Murtha Proposal

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

ART 321 OPERATING BUDGET

		Budgeted 9/1/2013	Actual 8/31/2014	Budget 9/1/14-8/31/15 Budgeted 9/1/2014
INCOME:				
	Artist Sales	3,000	1,200	6,000
	Annual Fund Letter			8,000
	Postcard Sale	8,000	8,000	10,000
	Donation	2,000	1,846	8,000
	Dues	6,000	7,070	10,000
	Interest Inc	3,500	3,585	3,600
	Workshops	3,500	4,500	8,000
	Bldg Rentals	2,000		2,000
	Gala	40,000		50,000
	Grants			
	WY Arts Council	12,000	18,000	12,000
	WY Com. Found	20,000	20,000	25,000
	Misc.			
TOTAL		$100,000	$64,201	$142,600
EXPENSES:				
	Printing Exp	300	1,273	4,000
	Insurance	3,000	1,721	3,000
	Office Exp	8,000	4,300	6,000
	Newsletter		560	600
	Receptions	3,000		1,000
	Payroll Exp.	58,000	55,000	55,000
				28,000
	Bldg Repairs	800	2,809	500
	Cleaning	4,200	190	4,000
	Yard	120	350	500
	Utilities	10,000	3,365	8,000
	Misc.	9,555		2,400
	Accountant			600
	Contract Labor			3,000
	Furniture	5,000		5,000
	Office Equipment		420	3,000
	Operations Acct			18,000
	(Savings Acct)			
TOTAL		102,000	$69,988	142,600

FROM HAAS Construction : COSTS OF Project (ART 321

Sales Tax	5.0%	Date	11/12/2014
Labor Burdon	43.0%	Subtotal	$985,026.64
Overhead & Profit	8.0%	Total w/ OH&P	$1,063,829

	Quantity	@	Material w/ Tax	Hours	@	Labor w/ Burden	Subcontract / Equip Rental	Subtotal	
General Conditions									$175,463.00
Architectural Fees			$0.00			$0.00	$95,904.00	$95,904.00	Stateline
Supervision			$0.00	1280.0	$35.00	$64,064.00		$64,064.00	4 months
Building Permit			$0.00			$0.00	$2,975.00	$2,975.00	
Dumpster	4	$600.00	$2,520.00			$0.00		$2,520.00	
Temp Heat			$0.00			$0.00	$10,000.00	$10,000.00	Allowance. If not used will be refunded
Exterior Stair Emergency Exit									$19,637.36
Excavation	1	$400.00	$420.00	20.0	$35.00	$1,001.00	$720.00	$2,141.00	
Form Work	1	$1,383.00	$1,452.15	55.8	$35.00	$2,792.79		$4,244.94	
Concrete	1	$2,100.00	$2,205.00	35.3	$35.00	$1,766.77		$3,971.77	
Rebar	1	$1,544.00	$1,621.20	25.1	$35.00	$1,256.26		$2,877.46	
New Doorway	1	$2,500.00	$2,625.00	34.0	$35.00	$1,701.70		$4,326.70	Frame Material in HM Section
Handrail & Landing Grate	1	$1,500.00	$1,575.00	10.0	$35.00	$500.50		$2,075.50	
			$0.00			$0.00		$0.00	
North Deck & Trash Enclosure									$17,652.94
Concrete	1	$770.00	$808.50	16.0	$35.00	$800.80	$100.00	$1,709.30	
Metal	1	$10,500.00	$11,025.00	34.0	$35.00	$1,701.70	$260.00	$12,986.70	Simplify Design & look into sharing with Boatright
Decking	1	$1,491.00	$1,565.55	27.8	$35.00	$1,391.39		$2,956.94	
South Deck									$120,198.92
Concrete	1	$800.00	$840.00	40.0	$35.00	$2,002.00	$500.00	$3,342.00	
Support Structure	1	$10,410.00	$10,930.50	91.4	$35.00	$4,576.00		$15,506.50	
Decking	1	$13,408.00	$14,078.40	122.8	$35.00	$6,144.71		$20,223.11	
Stairs	1	$500.00	$525.00	32.0	$35.00	$1,601.60		$2,126.60	
Steel	1	$28,000.00	$29,400.00	82.0	$35.00	$4,104.10		$33,504.10	
Landscape			$0.00			$0.00	$26,500.00	$26,500.00	Allowance
Site Prep	1	$1,800.00	$1,890.00			$0.00	$4,000.00	$5,890.00	
Sidewalk	1	$4,525.00	$4,751.25	7.1	$35.00	$355.36	$4,200.00	$9,306.61	
Lighting			$0.00			$0.00	$3,800.00	$3,800.00	
Demolition									$5,002.90
Demolition	1	$1,428.00	$1,499.40	70.0	$35.00	$3,503.50		$5,002.90	
Masonry									$9,800.00
Masonry Infill's			$0.00			$0.00	$9,800.00	$9,800.00	Doug Slee Masonry

Structural Reinforcements								$5,568.15	
Reinforce Trusses and Columns for HVAC Equip	1	$1,871.00	$1,964.55	72.0	$35.00	$3,603.60		$5,568.15	
Cabinetry								$38,292.17	
Reception Desk	1	$2,230.00	$2,341.50	79.5	$35.00	$3,978.98		$6,320.48	
Art Storage	1	$1,480.00	$1,554.00	40.2	$35.00	$2,012.01		$3,566.01	
Vanities	1	$460.00	$483.00	18.0	$35.00	$900.90		$1,383.90	
Bar Top at Stairs	1	$508.00	$533.40	38.0	$35.00	$1,901.90		$2,435.30	
Library	1	$1,010.00	$1,060.50	36.0	$35.00	$1,801.80		$2,862.30	
Kitchen	1	$5,800.00	$6,090.00	233.1	$35.00	$11,666.66		$17,756.66	
Visiting Artists Office	1	$1,176.00	$1,234.80	54.6	$35.00	$2,732.73		$3,967.53	
Roofing								$61,671.60	
New Roof			$0.00			$0.00	$59,545.00	$59,545.00	Limmer
Line Parapet with plywood	1	$500.00	$525.00	32.0	$35.00	$1,601.60		$2,126.60	
Hollow Metal Frames, Doors, & Hardware								$21,619.85	
HM Doors and Hardware	1	$7,650.00	$8,032.50	51.0	$35.00	$2,552.55		$10,585.05	
Elevator Doors	1	$4,600.00	$4,830.00	32.0	$35.00	$1,601.60		$6,431.60	Board Up with plywood?
Re-Hang Sliding Doors	1	$100.00	$105.00	24.0	$35.00	$1,201.20		$1,306.20	Bolt to wall without using exiting track?
Garage Door			$0.00			$0.00	$3,297.00	$3,297.00	
Windows & Aluminum Entrances								$18,319.00	
Entrances & Storefront			$0.00			$0.00	$18,319.00	$18,319.00	This price is using a value engineered door
Drywall & Framing								$26,000.00	
Drywall & Framing			$0.00			$0.00	$24,684.00	$24,684.00	
			$0.00			$0.00		$0.00	
Blocking and Backing	1	$300.00	$315.00	20.0	$35.00	$1,001.00		$1,316.00	
Wall Tile								$3,193.60	
Bathroom Wall Tile			$0.00			$0.00	$3,041.00	$3,041.00	
Janitors Closet FRP	1	$50.00	$52.50	2.0	$35.00	$100.10		$152.60	
Flooring								$27,147.00	
Seal Existing Floor			$0.00			$0.00	$8,000.00	$8,000.00	
Patch Existing Floor ($6/SF x 2,000SF)			$0.00			$0.00	$12,000.00	$12,000.00	Leave as is and only fill big holes?
LVT			$0.00			$0.00	$1,915.00	$1,915.00	
Rubber Base			$0.00			$0.00	$5,232.00	$5,232.00	
Painting								$39,942.00	

Paint			$0.00			$0.00	$18,000.00	$18,000.00	Hoffman
Paint Stripping			$0.00			$0.00	$13,000.00	$13,000.00	
Sliding Door & Wood Beams Paint Stripping			$0.00			$0.00	$8,942.00	$8,942.00	Leave as is?

Specialties — $19,441.55

Folding Gates & Fire Shutter			$0.00			$0.00	$11,800.00	$11,800.00	
Toilet & Bath Accessories	1	$5,800.00	$6,090.00	31.0	$35.00	$1,551.55		$7,641.55	

Signage — $8,823.61

Jobsite Sign	1	$555.00	$582.75	4.0	$35.00	$200.20		$782.95	Delete?
Interior Signage	1	$300.00	$315.00			$0.00		$315.00	
Art 321 Sign	1	$6,495.00	$6,819.75	18.1	$35.00	$905.91		$7,725.66	Only install base at this time?

Fire Suppression System — $50,710.00

Fire Suppression			$0.00			$0.00	$50,710.00	$50,710.00	Frontline

Mechanical — $110,500.00

Plumbing & HVAC			$0.00			$0.00	$110,000.00	$110,000.00	Sheet Metal Specialties
Kiln Hood			$0.00			$0.00	$500.00	$500.00	

Electrical — $206,043.00

Basic Electrical Requirements			$0.00			$0.00	$206,043.00	$206,043.00	Cunningham (no vault or RMP fees)
			$0.00			$0.00		$0.00	Establish light fixture package at 30k to save 50k?

Stateline № 7
ARCHITECTS

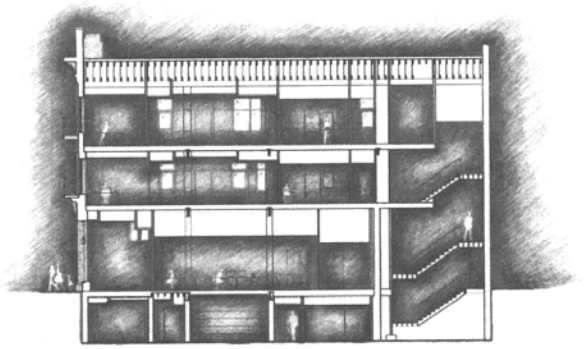
May 20, 2014

Ms. Holly Turner,
Executive Director
Casper Artists' Guild
1040 South 15th Street
Casper, Wyoming 82604

Re: Scope of work and fee proposal for architectural and engineering services related to the renovation of the historic Old Pacific Fruit & Produce Building in Casper, Wyoming.

Dear Holly:

Stateline No. 7 Architects and our team are pleased to submit our qualifications, scope of work and fee proposal with respect to professional architectural and engineering services for the renovation of the historic Old Pacific Fruit & Produce building. We hope this is understandable and acceptable. Please call if you have any questions: 265-3611.



Our consulting team understands the requirements for your project, having completed numerous museum type projects and historic projects to assist with capital budgeting, fundraising and planning.

307.265.3611 307.265.3617 fax 444 South Center Street Casper, WY 82601 www.stateline7.com

BASIC QUALIFICATIONS

Stateline No. 7 Architects is an innovative, progressive and established firm located right here in Casper with a qualified staff and equally qualified consultants. Our energy, integrity, and innovative perspective set us apart from the more established firms. The firm size is large enough to guarantee your project will be completed on time, yet small enough to guarantee the personal involvement of the firm principal, who has pledged his personal involvement in this project. The efficient firm size also means low overhead, which keeps professional fees at a reasonable level.

Our Casper location makes accessing your project site less restrictive and we have completed numerous projects across Wyoming including such remote locations as Cheyenne, Pine Bluffs, Wheatland, Newcastle, Gillette, Pinedale, Ten Sleep, Casper, Daniel, Four Corners and Rock Springs.

"...I did have some concerns about Stateline being in Wyoming and my project being in Rapid City, but that quickly diminished with several visits to the project site from Stateline...*The project progressed rather quickly with changes required throughout the construction process. Stateline was always right back with me with recommendations, often the same day..."*

Daniel J. Senftner, Developer, Windsor Block Lofts, Rapid City, SD

We are also sensitive to the needs of non-profit organizations such as the Casper Artists' Guild. In less than a decade, the firm of Stateline No. 7 Architects has attained the status of a regional design firm that non-profit entities have come to rely on, having already partnered with many other local and regional non-profit entities on feasibility studies and projects to achieve their dreams, including the following projects (bold text projects are featured later in this proposal and "*" indicates the project construction has been completed):

- * Casper Boxing Club Study (Central Wyoming Boys & Girls Club) in Casper
- Boyd Avenue Baptist Church Study in Casper
- * Child Development Center of Natrona County in Casper
- * **Homestake Adams Research and Cultural Center** in Deadwood, SD
- * Reach 4 A Star Riding Academy in Casper
- **Casper Visitor Center Study** in Casper
- Casper Boy Scouts Study in Casper
- Wyoming Cancer Foundation Study in Rock Springs and Riverton
- Luker Village Dementia Center Study in Casper
- Natrona County Public Library Master Plan in Casper
- * Pine Bluffs Recreation Center in Pine Bluffs
- * **Pine Bluffs Day Care** in Pine Bluffs

"...Working with tax payer monies, it was very important for us to do the very best we could with what funding we had. I was very impressed with how well Lyle and his associates were able to be creative with their ideas in designing our remodel..."

Sonja Fornstrom, Recreation Director, Town of Pine Bluffs Recreation & Community Center, Pine Bluffs, WY

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Stateline No. 7 Architects and our consulting architects/engineers have built our practice on projects of varying structure, size and complexity over the years and projects involving compliance with local, state, and federal historic guidelines and grant programs; including the Secretary of Interior Standards and Section 106 Historic Preservation Act along with local building codes – both Chapter 34 Existing Structures of the IBC and the International Existing Building Code. Our projects have ranged in size and complexity from a few thousand dollars to over $32 million in construction costs.

> *"I have worked with four other architectural firms in my 23 years as an administrator for the agency and* ***Stateline No. 7 Architects is the first to fully incorporate our unique needs in developing buildings that match the form and function required, resulting in facilities that proudly represent the Department and State of Wyoming. Their relationship with our design team has simply been the best we have experienced… Their attention to detail has resulted in two projects that elevated the pride of the personnel working at the facilities and will serve the State of Wyoming very well far into the future also..."***
>
> *Steve Sharon, Fish Culture Supervisor, Wyoming Game and Fish Department, Casper, Wyoming*

Firm principal, Lyle Murtha, and the firm have completed projects with the Wyoming State Historic Preservation Office, the Deadwood Historic Preservation Commission and the South Dakota State Historical Society and two separate projects in the National Historic Landmark town of Deadwood, South Dakota.

We do not submit for every project, and most of our projects are either repeat clients or referrals. We are very selective and seek projects that we feel are a good "fit" with our talents and firm philosophy such as your Art 321 building renovation project.

We are a Wyoming owned and operated firm and entire design team (not a false front for an out-of-state firm). Investment in your project with a Wyoming owned architectural team equates to great things for our Wyoming community, such as our firms' recent re-investment in historic Wyoming via our own office building renovation project, the T Square building in downtown Casper, which has helped set the example for how to treat historic downtown buildings (featured later in this letter).

We have a network of in-house and consulting design professionals including project managers, architects, building code analysts, landscape architects, designers, engineers, surveyors, illustrators, building forensics experts, historic preservationists, grant-writers, environmental firms and cost estimators to meet any historic planning and building renovation challenge. We also know our design limits and know when to involve consulting engineers, specialists, and even other consulting architects in projects when our own expertise is exhausted.

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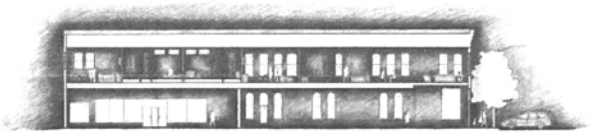

*"...**Stateline has always shown itself to be a design firm who places the success of the project first** and has always been responsive to questions and information requests from the general contractor as well as sub-contractors... **We will always welcome Stateline No. 7 Architects as our project designer. We consider them a major asset on any project team..."***

Steven F. Sasser, President, Caspar Building Systems

We have assembled a team of design professionals who we know and trust will assist in repurposing the Old Pacific Fruit & Produce building in a pragmatic and efficient manner, based on past project experiences with non-profit entities, similar historic building re-purposing, museum and master planning projects. The team members are specialists in their respective fields and have deep past-project relationships of working together on previous Stateline No. 7 Architect teams and are very familiar with each other, allowing ease of interaction and flow of ideas. The resulting effect is that of a single firm operating from a single office.

We emphasize and encourage coordination and open, ongoing dialogue with facility end users and owners. Our willingness to **listen and involve clients** in the entire design process is unique and necessary for project success. Our past clients will confirm our desire and insistence on client involvement.

"... Lyle Murtha is an innovative architect who actually pays attention to his client. He has an impeccable reputation and is the only architect I am ever willing to recommend..."

Mary Kopco, Director, Homestake Adams Research and Cultural Center

Special Expertise

- **One of just six Wyoming firms featured and listed on Wyoming State Historic Preservation Office's website as Historic Consultants/Architects with Historic Preservation Experience**

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- **The Rapid City Historical Preservation Commission Norm E. Nelson Preservation Achievement Award for Preservation Excellence, 2009: Windsor Block Lofts in Rapid City, SD**

"Deadwood, South Dakota is a National Historic Landmark. *One of the primary historic buildings is the Adams Museum...* ***Working within the rigid constraints provided by historic preservation guidelines and the difficulty of dealing with a symmetrical historic building, Mr. Murtha developed a design solution that retained and enhanced the historic character of the building... Mr. Murtha has completed successfully a number of historic rehabilitation projects in Deadwood and has always completed projects on time and with the highest degree of cooperation with both city and private clients. He has had wide experience with historic preservation/rehabilitation projects, has learned from past projects and is willing to undertake unusual and challenging projects. I would recommend him as an architect of any historic preservation project."***

Jim Wilson, (Former) Town of Deadwood Historic Preservation Officer

Team

Our opinion is that strong teams are led by effective and strong leaders. For this reason the key personnel proposed for your project are the actual firm owners and professionals, who have pledged their personal participation in your project.

Team Approach: The team includes not only our professional architects and consultants, but also the Casper Artists' Guild board and staff, the community of Casper, the Old Yellowstone District City staff, SHPO, as well as any other stakeholders. We involve all stakeholders because this is **your** project and team involvement of all stakeholders ensures a quality and satisfactory master plan that will be supported by the entire community moving forward into project funding and construction.

"...His ability to develop a rapport with the staff at Sagewood was critical, and as a result, the entire Sagewood community benefitted from that relationship...Lyle was able to analyze those interests and meet our needs with countless revisions – each one continually improving the overall results."

Lynn M. Kahler, Principal, Sagewood Elementary School

The team is comprised of the following firms/individuals:

Architect/Project Mngr./Interior Design
Stateline No. 7 Architects
444 South Center Street
Casper, Wyoming 82601

Principal Architect/Manager: **Lyle T. Murtha, A.I.A.**
Interior Designer: **Anne Williamson, ASID**

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Landscape Architect
Tallgrass Landscape Architecture
25138 Little Italy Road
Custer, South Dakota 57730
Landscape Architect: **Matt Fridell, ASLA**

Civil Engineer
JKC Engineering
111 West Second Street, Ste. 420
Casper, Wyoming 82601
Civil Engineer: **Lewis James, P.E.**

Structural Engineer
Lower & Company
1607 CY Avenue, Ste. 201
Casper, Wyoming 82604
Structural Engineer: **Bob Lower, P.E.**

Mechanical and Electrical Engineer
Engineering Design Associates
1607 CY Avenue, Ste. 303
Casper, Wyoming 82604
Mechanical Engineer: **Dave Korenke, P.E.**
Electrical Engineer: **Monte Schaff, P.E.**

Principal Architect Lyle T. Murtha, A.I.A.

Stateline No. 7 Architects' principal architect is Lyle Murtha, A.I.A. Lyle is a registered architect and principal founding partner of Stateline No. 7 Architects with over twenty two years of architectural experience, and is personally involved with each and every project produced by the firm. Prior to establishing Stateline No. 7 Architects in August of 2005, Lyle had worked for several architectural firms in the region, gaining invaluable experience and taking the best traits from each of those firms to form Stateline No. 7 Architects. Lyle's background includes working for two of the largest and two of the smallest architectural firms in the region, growing one firm as office manager from two persons to seven during the course of two years. As sole shareholder, founder, and operating manager of Stateline No. 7 Architects, Lyle is well-versed in managing multiple projects with numerous consultants and completing projects on time and within budget. Lyle's background is diverse and includes numerous state and municipal projects, including several projects with combined municipal, state, historic commission, board of directors' oversight, and multi-disciplined consulting teams.

Lyle is a University of Nebraska graduate with a B.S. in Architectural Studies. Lyle is a former member of the McMurry Business Park Design Review Committee, a long-time member of the **National Trust for Historic Preservation**, a graduate of the University of Wisconsin's "Construction Inspection and Quality Control of Building Construction," **a past board member of the non-profit Central Wyoming Hospice Program**, a past board member of the City of Casper's Contractor's Licensing and Appeals Board, a graduate of Leadership Spearfish, a recipient of Wyoming's 40 Under Forty, an active member of the American Institute of Architects Wyoming Chapter serving as an Advocacy Committee member, a Professional Awareness Committee member and on the Board of Directors, and is a licensed architect in Wyoming and South Dakota. Lyle is also the recipient of many awards and honors, including both the Army Achievement Medal and the Army Commendation Medal during the course of a twelve year enlistment with the Army National Guard.

Lyle is very familiar with Casper having lived here for the past twenty years minus a 3-year sabbatical. Lyle has been involved with many downtown historic facade and building rehabilitation, preservation, and restoration projects – not just in Casper – but in communities across the region.

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Lyle has experience with historic projects, including projects with the Wyoming State Historic Preservation Office, the Deadwood Historic Preservation Commission, and the South Dakota State Historical Society; and is very familiar with the Secretary of Interior Standards for Historic Preservation, Rehabilitation and even New Construction, having completed numerous historic projects in places such as Deadwood, which is a National Historic Landmark, and projects funded with National Historic Preservation tax-credit incentives compliance. Lyle's experience with historic building renovation and re-purposing projects includes a recent project to relocate the Stateline No. 7 Architects office into the historic former Party Animals Building (T Square building) in downtown Casper which includes a loft/living unit for him. The project has been very well received by the Casper community and has been featured in both a University of Wyoming student paper as well as a City of Casper Channel 3 documentary, available on the following web link: http://www.casperchannel3.org/casperchannel3w5.html

*"... **In my 30 years of being in the business I have rarely worked with a more competent architect...** I believe his knowledge of construction details and solutions to problems are superior to most architects... **In my opinion Lyle is one of the best as it relates to design and aesthetics. His projects have a signature without sacrificing cost..."***

Mike Ballard, Kloefkorn Ballard Construction (at the time, one of the state's largest and arguably most successful contractors; has since retired. Lyle was an un-licensed intern architect at the time of this letter in 2000)

Lyle's fascination with historic architecture – many of those buildings being located in downtown areas – has led the firm to many projects of this type. Lyle **has led the firm to be just one of six Wyoming firms to have the distinction of being listed on the Wyoming SHPO's website as firms with historic architectural experience**, all in less than seven years of the firms' existence! Lyle's qualifications exceed the Secretary of Interior's Professional Qualification Standards for Historic Architecture by holding a degree in architecture and many years of full-time professional experience working on historic preservation/rehabilitation projects, cited in the following projects: (* indicates experience from a previous firm and highlighted projects are featured later in this proposal):

- ***Remodel of the Wyoming Department of Employment offices** 2004 in Casper, Wyoming
- ***Casper Urban Renewal Study for Casper Fire Station #1** (now professional offices) in Casper, Wyoming
- ***Mobile Concrete** in Mills, Wyoming
- ***Adams Museum** (remodel and addition), in 2003 in Historic Downtown Deadwood, South Dakota (featured later in this proposal)
- ***Anderson Dairy Ranch (Frawley Ranch) Study,** 2002 near Deadwood, South Dakota
- ***Deadwood Recreation Center Study,** 2005 in Deadwood, South Dakota
- ***Black Hills State University Woodburn Hall Study,** 2003 in Spearfish, South Dakota

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- ***Elkhorn Ridge Campground** (on historic Frawley Ranch), in Spearfish, South Dakota
- **Windsor Block Lofts** in 2009 in Downtown Rapid City, South Dakota (featured later in this proposal)
- **JS Brown Lofts** in 2009 in Casper, Wyoming
- **Knights of Columbus Remodel** in 2006 in Downtown Rapid City, South Dakota
- **Homestake Adams Research and Cultural Center** in 2010 in Deadwood, South Dakota (featured later in this proposal)
- **South Dakota Veterans Home Miscellaneous Projects** from 2008-2012 in Hot Springs, South Dakota
- **Pine Bluffs Day Care** in 2010 in Pine Bluffs, Wyoming (featured later in this proposal)
- **Elks Lodge Remodel** in 2011 in Downtown Rapid City, South Dakota (featured later in this proposal)
- **Ten Sleep Fish Hatchery** in 2010 in Ten Sleep, Wyoming
- **T Square building** in 2013 in Casper, Wyoming (featured later in this proposal)
- **Historic Miller Barn Study** in 2013 near Four Corners, Wyoming
- **County Annex (Hotel Virginia) Remodel** in 2014 in Casper, Wyoming (featured later in this proposal)
- **Old Ford Garage Study** in 2014 in Douglas, Wyoming

Interior Designer: Anne Williamson, ASID

We believe that the approach to designing historic interiors is to preserve as much original fabric as possible. This is why we believe the involvement of an interior designer during the entire process is key. To accomplish this, Stateline No. 7 Architects' maintains an in-house interior designer to assist with the space layout, color and material selections throughout the course of the project. Anne Williamson, ASID, is Stateline No. 7 Architects' recent addition and is a talented and creative interior designer with an eye toward preservation, holding an interior design degree with a minor in architecture from the University of Idaho.

Anne has already been the project manager for the firms' recent Rocky Mountain Animal Hospital and although lacking in years of experience, Anne makes up for it in enthusiasm and willingness to accept new challenges such as the furniture package for the firms' current Pineview Elementary school project.

Some of the firms' recent historic adaptive re-use interior design accomplishments include:

- **Windsor Block Lofts** in Rapid City, South Dakota (featured later in this proposal)

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- **Homestake Adams Research and Cultural Center** in Deadwood, South Dakota (featured later in this proposal)

- **Pine Bluffs Day Care** in Pine Bluffs, Wyoming (featured later in this proposal)

- **Elks Lodge** in Rapid City, South Dakota (featured later in this proposal)

- **T Square Land Company** in Casper, Wyoming (featured later in this proposal)

The above projects and/or other interior design examples can be viewed at our website: www.stateline7.com.

Landscape Architect: Matt Fridell, ASLA

Landscape architect and firm principal Matt has a Masters of Landscape Architecture and a Bachelors of Science in Environmental Design with 15 years of experience as a designer, project manager and advocate for great outdoor spaces. He has strong technical abilities, sensitivity to indoor/outdoor discovery areas and an overriding interest in finding ways to marry high quality design with low maintenance. His projects are noted for their design excellence and site appropriateness, (including Casper's harsh environments), because of the design collaboration efforts and place experience orientation processes used. Matt has been Stateline Architects' exclusive landscape architect for the past five years for all of our projects.

Civil Engineer: Lewis James, P.E.

JKC Engineering is the team's civil engineer. As the civil engineer, Lewis has experience in engineering infrastructure designs, cost estimation, construction administration, construction management, materials testing reports review, and coordination with clients and regulatory agencies.

JKC is a small, but qualified and effective civil engineering firm borne of the desire to shed the high fees of a large firm and yet produce the same high quality civil designs for more reasonable fees and one-on-one interaction with firm owner Lewis James, and the facility owners. JKC has been the civil engineer on numerous Stateline projects over the past few years including the Dr. Hardy Clinic, Jonah Bank remodel and addition on East Second Street, Luker Village and the Hunting Energy projects.

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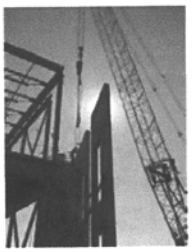
Structural Engineer: Robert Lower, P.E.

The structural engineering firm for the team is Lower & Company. They were selected not only because of their close working relationship on most projects produced by Stateline No. 7 Architects, but because they also share in the same philosophy of the firm owner being a hands-on participant in your project. Principal Robert (Bob) Lower, P.E., being an active participant in each and every project produced by the firm, has led the firm to a reputation as the premier structural firm in the state of Wyoming.

Bob has both a Bachelors of Science and a Masters of Engineering in Civil Engineering, and is a registered professional structural engineer in Wyoming, Colorado, and Nebraska. With a five year background in contracting and twenty-nine year career as a structural engineer, Bob will be an invaluable asset to this team. Bob has experience in the design of all types of structures including: metal buildings, reinforced concrete, pre-stressed concrete, structural steel, thin-walled steel, wood framing (including heavy timber and glue-laminated timber as well as stick framing), and reinforced masonry.



Bob has been involved with many of our previous historic projects. He is keenly aware of dealing with antiquated construction methods used in historic buildings and how to evaluate and implement historically un-obtrusive structural repairs when required.

Mechanical Engineer: Dave Korenke, P.E.

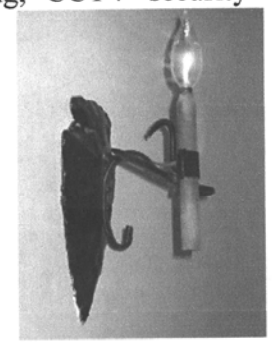
The mechanical and electrical engineering firm selected for the team is Engineering Design Associates (EDA). They were selected for the design team because of their reputation of unique and effective mechanical and electrical design solutions.

The mechanical engineer, Dave Korenke, P.E., has over thirty four years of experience in the design of effective HVAC and plumbing systems. Whether a project is to be considered for LEED (green building) Certification or not, Dave always takes a practical "green"/energy efficient building approach to each and every project. This allows clients to receive the benefits of economical heating, cooling, and ventilation systems without paying the up charge for actual LEED certification.

Dave has also been involved with many of Stateline No. 7 Architects previous historic projects and provides no-nonsense solutions to upgrading and replacing HVAC and plumbing systems in historic buildings in a non-obtrusive manner.

Electrical Engineer: Monte Schaff, P.E.

The electrical engineer, Monte Schaff, P.E., is Stateline No. 7 Architects' preferred electrical engineer for most projects and understands the importance of proper lighting of spaces along with the latest in technological advances in electrical distribution, data, phone, alarm, and security systems. Some of these include voice over IP (VoIP), CAT 6E data cabling, LED lighting, video conferencing, CCTV security systems, IT rooms and wireless connectivity systems to name a few. He also has experiences with re-wiring historic light fixtures to preserve the buildings' historic integrity and still meet current building codes.



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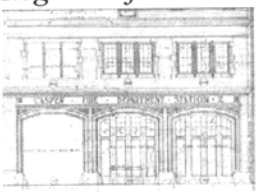
- Selecting "new" interiors that match the language of historic building exteriors
- Insulating non-insulated portions of historic buildings and providing pay-back calculations in order to make informed decisions

Firm principal and project manager, Lyle Murtha and the team of engineers have been involved in many historic tax credit projects, historic facade/storefront designs, projects involving the Secretary of Interior Design Standards, projects involving grant applications, feasibility studies, National Historic Landmark properties, projects involving state and local SHPO regulations and oversight, and projects with Section 106 Historic Preservation Act requirements; including museum type project experiences. These project examples are shown on the following pages (* indicates experience from a previous firm and highlighted projects are featured later in this proposal):

- ***Adams Museum** (remodel and addition), in 2003 in Historic Downtown Deadwood, South Dakota (featured later in this proposal)
  - *Deadwood Historic Preservation Commission oversight*
  - *Within boundaries of National Historic Landmark*
  - *South Dakota State Historical Society oversight*
  - *Based on Secretary of Interior Standards for Preservation*
  - *Honorary listing on the National Register of Historic Places*

- ***Mobile Concrete** in Mills, Wyoming
  - *Adaptive reuse of historic trusses/ columns*

- ***Casper Urban Renewal Study for Casper Fire Station #1** (now professional offices) in Casper, Wyoming, the project was an assessment study with cost estimate for the preservation and re-use of the historic neo-gothic two-story 1921 fire station building, Casper's original firehouse. The study was used to secure proposals from interested developers and eventually to rehabilitate the unoccupied building into a fully functioning office building with complete re-do of HVAC, thermal envelope, electrical systems, and a stair and elevator addition for ADA compliance
  - *Study for Casper Renewal Agency based on the Secretary of Interior Standards for Rehabilitation*
  - *Honorary listing on the National Register of Historic Places*



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Engineering Design Associates is a very conscientious engineering firm who is not only interested in initial construction costs of their mechanical and electrical systems, but also in energy savings as well as life-cycle costs. To support this, Engineering Design Associates collects utility data from building owners years after the construction is completed on facilities (including some facilities designed by others) to compare and contrast the overall effects of facility systems' initial construction costs and life cycle costs.

The design team is organized with Stateline No. 7 Architects as the sole contract with the Casper Artists' Guild, eliminating any coordination issues for the owner and ensuring a single-source responsibility for the completion of the building renovation design. The team includes all consultants listed and includes architecture, project management, interior design, structural engineering, mechanical engineering, and electrical engineering services.

The design team was selected not only because of their track record of successful projects with Stateline No. 7 Architects, but also because they are well known and respected throughout the region.

SPECIFIC QUALIFICATIONS

Stateline No. 7 Architects' teams' strength is in having completed many diverse types of historic projects across the region; along with several museum facility type project examples along with numerous projects with other non-profit entities.

Through all of these project experiences, we have gained invaluable insight to the latest in technologies for these types of projects and in the systems that accompany these projects such as:

- Ultra violet light-resistant window glazing
- Ultra violet light protection/shields for light fixtures
- Proper HVAC systems and humidity control for museum artifacts, including photography which varies from other (paper) artifacts
- High density storage systems for documents and artifacts
- Experience re-wiring existing historic light fixtures
- Products and techniques for paint removal from wood, brick and other surfaces
- Tuck-pointing of historic masonry
- Waterless fire suppression systems to minimize water damage to artifacts from a fire event
- Experience with moveable/changeable exhibit designs
- The latest in high-tech security systems
- Gift shop and children's play area design
- Moveable walls for space flexibility
- Loading docks and dock levelers for ease of artwork delivery
- Addition of elevators, ramps and ADA accessibility to historic buildings
- Structural stabilization (including seismic) of historic buildings
- Water infiltration mitigation
- Foundation underpinning
- Floor leveling techniques for historic buildings
- Coordination of asbestos abatement and/or encapsulation in historic buildings
- Historic façade restorations and rehabilitations
- Re-roofing of historic buildings
- Specialty cost estimating associated with historic-type work

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- ***Black Hills State University Woodburn Hall Study,** 2003 in Spearfish, South Dakota: the project consisted of a study to add an atrium/elevator/new entry to the 1925 historic building which had two major building additions in subsequent years; the study was comprised of three separate options with schematic design sketches and preliminary cost estimations for each option and the recommendations in the study have since been implemented via a capital construction project.
  - *Honorary listing on the National Historic Register of Historic Places*

- ***Anderson Dairy Ranch (Frawley Ranch) Study,** 2002 near Deadwood, South Dakota
  - *A National Historic Landmark*
  - *South Dakota State Historic Society oversight*
  - *Study Based on Secretary of Interior Standards for Preservation and Rehabilitation*

- **Knights of Columbus Remodel** in 2006 in Downtown Rapid City, South Dakota
  - *Facade rehabilitation*
  - *Federal tax credit project*
  - *Within Rapid City Historic District/ oversight*

- **Ten Sleep Fish Hatchery** in 2010 in Ten Sleep, Wyoming
  - *New construction on a historic site*
  - *Wyoming SHPO oversight, Wyoming Department of Game and Fish, and National Forest Service memorandum of understanding*

- ***Deadwood Recreation Center Study,** 2005 in Deadwood, South Dakota: The project included a study for the city of Deadwood for an addition of approximately 15,000 square feet and a renovation to the historic portion of the building of approximately 13,000 square feet.
  - *Deadwood Historic Preservation Commission oversight*
  - *Within boundaries of National Historic Landmark*
  - *South Dakota State Historical Society oversight*
  - *Based on Secretary of Interior Standards for Historic Preservation and New Construction*
  - *Study for renovation and building addition*

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- **Windsor Block Lofts** in 2009 in Downtown Rapid City, South Dakota (featured later in this proposal)
  - *Facade rehabilitation*
  - *Federal tax credit project*
  - *Within Rapid City Historic District/ oversight*
  - *Based on Secretary of Interior Standards for Historic Rehabilitation and Preservation*
  - *South Dakota State Historical Society oversight*
  - *Honorary listing on the National Register of Historic Places*

- ***Elkhorn Ridge Campground** (on historic Frawley Ranch), in Spearfish, South Dakota: Completed in 2005, the project consisted of a new camping center resort designed to meet the approval of the South Dakota Historic Preservations Office's guidelines for construction of new buildings on an existing National Historic Landmark property in the midst of historic homestead sites dating to the settlement of western South Dakota's Centennial Valley in the late 1700's.
  - *Located on a National Historic Landmark*
  - *South Dakota State Historical Society oversight*
  - *New construction*
  - *Based on Secretary of Interior Standards for New Construction*

- **Pine Bluffs Day Care** in 2010 in Pine Bluffs, Wyoming (featured later in this proposal)
  - *Facade/storefront design*
  - *On historic Main Street of rural Wyoming community*

- **Homestake Adams Research and Cultural Center** in 2010 in Deadwood, South Dakota (featured later in this proposal)
  - *Deadwood Historic Preservation Commission oversight and funding*
  - *Within boundaries of National Historic Landmark*
  - *Renovation and addition including facade upgrade*

- **South Dakota Veterans Home Miscellaneous Projects** from 2008-2012 in Hot Springs, South Dakota
  - *South Dakota Historical Society oversight*
  - *Deadwood historic preservation grant*
  - *Secretary of Interior Standards for Historic Preservation and Rehabilitation*
  - *Compliance with Section 106 of Historic Preservation Act (federal funding)*

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- **Elks Lodge Remodel** in 2011 in Downtown Rapid City, South Dakota (featured later in this proposal)
  - *South Dakota Historic Society oversight*
  - *Within Rapid City Historic District/ oversight*
  - *Facade rehabilitation*
  - *Federal tax credit project*
  - *Based on Secretary of Interior Standards for Historic Rehabilitation and Preservation*
  - *South Dakota State Historic Society oversight*

- **T Square building** in Casper, Wyoming (featured later in this proposal)
  - *Historic facade/storefront design*
  - *Home to Stateline No. 7 Architects and firm owner, Lyle Murtha*

- **County Annex (Virginia Hotel) Remodel** (under construction) in Casper, Wyoming (featured later in this proposal)
  - *Facade/storefront design*
  - *Federal tax credit project*
  - *Based on Secretary of Interior Standards for Rehabilitation*
  - *Wyoming SHPO oversight*

APPROACH TO THE PROJECT

Stateline No. 7 Architects' goal is to provide high-quality architectural services to clients in Casper, across Wyoming and the surrounding region. We strive to provide innovative, cost effective design solutions to a broad range of building types. We are quickly building a reputation for building design that is sensitive to Wyoming and to the surrounding region. We feel each project is unique, and we strive to match our services to the project in a fashion that is most beneficial to each client. To support this, we offer the following services:

- Master planning, project feasibility, studies, and site selection assistance
- Existing facility evaluation and historic facility evaluation
- New project evaluation (including space programming, functional relationship diagrams, estimated economic pro forma and facility studies)
- Graphics, illustrations, models, and grant writing assistance
- Comprehensive Design Services
- Interior Design, Furniture and Artwork Selections

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- Detailed Cost Estimating
- Building Code and Regulatory Code Review
- Construction Documents
- Construction Administration
- Post-occupancy issue resolution

Historic building projects are inherently complicated because each historic building is "custom" designed and built and different from all others.

"... I made a visit to Stateline at their office in Casper, Wyoming. I realized the company was very organized and professional. ***I also found that there was a real interest in the historic aspect of the building and the importance of maintaining its integrity inside as well.***

Daniel J. Senftner, President and CEO, DJS Downtown Properties (Windsor Lofts)

We highly encourage clients to be a part of and to participate during the entire design process. This ensures that the Owner is satisfied with the design solution. We think good decisions made early in the process by experienced professionals assisting and providing options is the best method to a successful project. Building codes and regulatory agencies are consulted early in the design process along with cost estimating to ensure a realistic view of each project early in the design process. Our design goals are to be the conduit for your vision to be realized.

"You have been responsive to the city needs and wants and made the Adams Project an afterthought rather than a nightmare. *I have enjoyed working with you and appreciate your customer concern. That is always a plus in my book – you hear what the client is saying and do your best to meet the need.*

JR Raysor, City of Deadwood Public Works Director

Stateline No. 7 Architects understands and is sensitive to the needs of non-profit entities such as the Casper Artists' Guild. We understand the process required for the project; from preliminary design and master planning, fundraising, design and construction, through final completion and re-occupancy of the historic facility.

"... No project of this size is without issues. This is where we felt Mr. Murtha really helped us. We feel his willingness to listen to our thoughts and suggestions is his single most admirable quality... We would highly recommend Stateline No. 7 for future work..."

Gregg D. Jones, President, Jonah Bank of Wyoming (Cheyenne)

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Energy Efficiency

We are committed to sustainability and energy efficiency in all of our designs. In 1999, long before it became "fashionable" and while the U.S. Green Building Council was still in its' infancy, firm principal Lyle was a yet-to-be licensed architect and designed the Mobile Concrete building in Mills which would exceed the current-day LEED standards with its' forward-thinking environmentally efficient ground source heat pump HVAC system, high fly ash concrete and re-use of historic structural columns and trusses. And this dedication to energy efficiency and environmental responsibility has continued on with all of our projects in a "no nonsense" fashion and is highlighted in the below projects, which includes our own firms' recently completed historic office building renovation:

- **Dr. Hardy Clinic** in Casper
- **Bio Mass** in Custer, South Dakota
- **Hunting Energy** in Casper

  Link to Article from Tempeff Ventilation Technologies: www.stateline7.com/Thinking%20Green/11895-Advertorial_EDC_HiRez.pdf
- **Pine Bluffs Day Care** in Pine Bluffs
- **T Square** in Casper:

  Link to University of Wyoming paper: www.stateline7.com/Thinking%20Green/HistoricPreservationandSustainability.pdf

  Link to City of Casper documentary on Channel 3 featuring the T Square building and preservation: http://www.casperchannel3.org/casperchannel3w5.html

Construction Documents

Our approach to construction documents is to create the most complete and thought-out documents so the drawings can easily be bid and constructed from, but not so rigid as to disallow the use of alternative means, methods or technologies to construct the project. To minimize conflicts and avoid change orders, we think like a contractor. In fact, we were our own contractor for our historic T Square building renovation and our staff assisted with the actual construction so we have actual construction experience on historic renovation, making our plans amongst the most thorough in the region.

Construction Administration

We do not abandon our projects once the contractor begins construction. Rather, we stand shoulder-to-shoulder with the contractor to support the construction efforts and to be the on-call expertise to assist with issues in the field. This is in addition to "normal" construction administration services such as reviewing shop drawings; taking the lead role in conducting on-site project meetings to keep communication lines between the owner, architect, consultants, and contractor flowing; and keeping a watchful eye by observing the construction to ensure a quality product for the Owner.

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No. 7 Architects, and who have experience with other architecture firms as well. This allows for discussion of comparative qualities. We can go on about how great we are, but you choose an architect just as you do other professionals: by referral. Many prominent community leaders are listed below, and we encourage you to contact all of them. Included are several examples of the types of responses you will encounter. Since we typically use the same engineering team on most project, these same references are for the whole team.

Deadwood Historic Preservation Office
Mr. Kevin Kuchenbecker, Preservation Officer
102 Sherman Street
Deadwood, South Dakota 57732
605-578-2082

Pine Bluffs Day Care
Ms. Julie Shandera, Director
309 Main Street
Pine Bluffs, Wyoming 82082
307-245-9206

Homestake Adams Research and Cultural Center
and
Adams Museum
Ms. Mary A. Kopco, Director
P.O. Box 252
Deadwood, South Dakota 57732
605-578-1928

State of South Dakota Historic Society
Mr. Paul Porter, Restoration Specialist
900 Governors Drive
Pierre, South Dakota 57501-2217
605-773-6005

City of Casper Building Dept.
Mr. Doug Barrett, Building Inspector
200 North David Street
Casper, Wyoming 82601
307-235-8264

Wyoming Business Council (Main Street)
Ms. Britta Mireley, Program Manager
214 West 15th Street
Cheyenne, Wyoming 82002-00240
307-777-2934

Wyoming Department of Administration and Information
Mr. Ian Catallier, Project Manager
700 West 21st Street
Cheyenne, Wyoming 82002
307-777-7769

Frawley Ranch and Anderson Dairy Ranch
Mr. Henry Frawley, Owner
6920 Centennial Road
Spearfish, South Dakota, 57783
605-587-2210

Wyoming Game and Fish Department
(Mr. Steve Sharon, Fish Culture Supervisor
330 Energy Lane
Casper, Wyoming 82604
307-473-3407

South Dakota Office of the State Engineer (Veterans Home Projects)
Mr. Kevin Espeland (former project manager)
523 Capitol Avenue
Pierre, South Dakota 57747
605-280-6523

MAC Construction
(Knights of Columbus, Elks Lodge and County Annex)
Mr. Pete Anderson, General Manager
4440 Universal Drive
Rapid City, South Dakota 57702
605-787-4685

Casper College
Mr. Mike Sawyer, Facilities Director
125 College Drive
Casper, Wyoming 82601
307-268-2492

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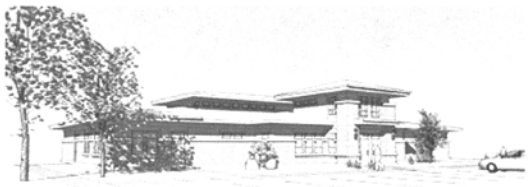
Graphics

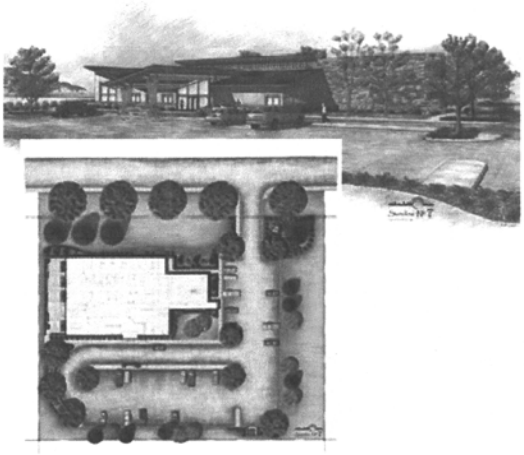
We feel that allowing clients to see their vision before it is built is imperative, and we are well versed at assisting in providing hand-crafted or computer generated graphic and illustrative materials to support capital fundraising campaigns and other marketing and promotional materials. Some of our in-house graphic, illustrative, and design examples are shown below:

- **Dr. Doing Clinic**

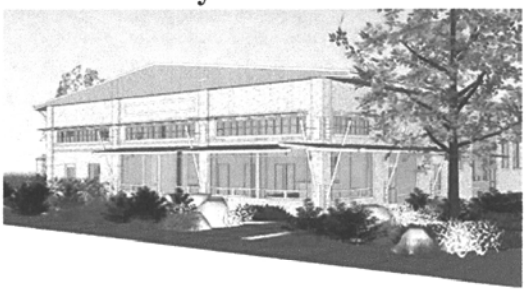


- **Casper Visitor Center**

- **Wyoming Cancer Foundation**



- **Pine Bluffs Day Care**



- **Centennial Station**

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In addition to the previous graphic and illustrative skills, we have in-house experience in three-dimensional models. Below are some examples of "still" photos of three-dimensional models along with a web link where the 3-dimensional animation can be viewed:

- **Casper Visitor Center**

www.stateline7.com/3D/Chamber.html

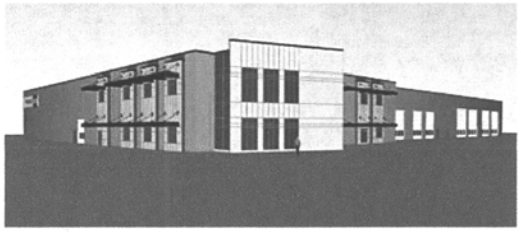
- **Luker Village Dementia Center**

www.stateline7.com/3D/Luker.html

- **Wyoming Cancer Foundation**

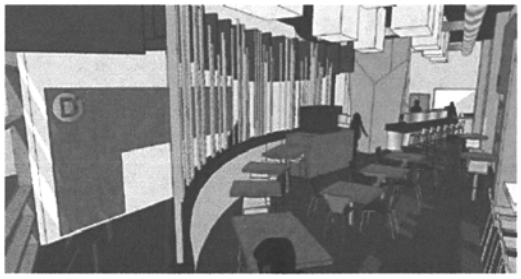
www.stateline7.com/3D/CancerFoundation.html

- **Wyoming Machinery – Rock Springs**



www.stateline7.com/3D/3D.html

- **Dsasumo Express**



www.stateline7.com/3D/Dsasumo.html

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Design

Our goal in design is to be the conduit for your vision to be realized. This philosophy has led to buildings that are distinguished, yet not pretentious, and in keeping with each owner's unique vision. We do not prescribe to any certain "style" of architecture, but rather respond to each and every individual owner's desires about the design of their particular facility.

It's about the client and the finished facility, and ultimately this leads to well designed and innovative facilities, which gives us repeat clients and referrals. We are actively trying to "break the mold" of the difficult-to-work-with architect and our success is a tribute to our dedication to this philosophy.

For us, effective design does not involve "transplanting" a certain design style that works well in one location to another location or from one historic building to another of a different style. Rather, our designs have been successful because we truly work at identifying and promoting those values that are important you and to the particular location, historic building style and region.

"...Lyle's most invaluable strength is his ability and commitment to understanding his client's conceptual vision prior to applying his own style. Many architects have a signature style and cannot seem to stray from that, regardless of the project. Lyle invested his time getting to know us, our concept for Jonah Bank and what we wanted our facilities to say about us. Most importantly, he understood and delivered on how we would like our customers to feel when visiting one or our banks..."

Mark Zaback, President and CEO and Kim Devore, CFO, Casper Jonah Bank, Casper, WY

The expression of architecture is different in Wyoming and with different building historic building styles than in other locations across the region. However, every design should function well, which is our overriding design philosophy.

Project Process

Our approach to quality control, management, and process is to establish an overall project schedule with tasks to be completed and decisions to be made in a "critical path" methodology. For us, it is not just the making of the schedule that is important; it is adhering to that schedule and forcing all stakeholders, including the owner, to make the required decisions in a timely fashion in order to preserve the overall sequence of any particular project and meet the project deadlines.

REFERENCES

We are proud to include in our list of references not only past clients, but also general contractors, developers, building officials, subcontractors, and city/state officials. We work every day to develop lasting and meaningful relationships with all those involved in the successful development of our projects.

We take pride in an impeccable reputation for shoulder-to-shoulder working relationships with everyone on both the design and construction teams. It is our philosophy that no owner should pay a contractor's up-charge for having to deal with a difficult architect. The philosophy has led the firm to a reputation for being both the owner's and the contractor's first choice.

Everyone lists their best references, but we've gone farther; we have purposefully listed references who have experience with Stateline

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DJS Properties
(Windsor Block Lofts)
Mr. Dan Senftner, Owner
617 ½ St. Joseph Street, #7
Rapid City, South Dakota 57701
605-721-3378

Town of Pine Bluffs Day Care
Ms. Julie Shandera, Director
P.O. Box 60
Pine Bluffs, Wyoming 82082
307-245-9206

Gunderson/Palmer/Nelson/Ashmore
(Elks Lodge Remodel)
Mr. Mike Gibson, Office Manager
P.O. Box 8045
Rapid City, South Dakota 57709
605-719-3417

Caspar Building Systems
Mr. Wes Hayden, Project Manager
1975 Old Salt Creek Hwy
Casper, Wyoming 82601
307-235-5690

Mobile Concrete
Mr. Art Boatright, Owner
P.O. Box 1129
Casper, WY 82602
307-237-9333

McCarthy Properties
(Elks Lodge Remodel, Knights of Columbus Remodel, and County Annex)
Mr. Steve McCarthy, Owner
2835 Jackson Blvd. Suite 202
Rapid City, South Dakota 57702
605-716-9385

Black Hills State University
Mr. Art Jones, Facilities Director
1200 University Street, Unit 9513
Spearfish, South Dakota 57799
605-642-6343

City of Deadwood Building Department
Mr. Keith Umenthum, Building Inspector
102 Sherman Street
Deadwood, South Dakota 57732
605-578-2082

Wyoming Department of Fire Prevention
Mr. Brad Carroll, Wyoming State Fire Marshal
Hershler Building, 1 West
Cheyenne, Wyoming 82002
307-777-8772

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Adams Museum
Ms. Mary Kopco
150 Sherman Street
Deadwood, South Dakota 57732
605-722-4800, #102
mary@theadamsmuseumdeadwood.org

"... Lyle Murtha is a topnotch, honest, and creative architect...First and foremost; ***Lyle Murtha listens to what his clients want. He was always careful to ensure that his designs were acceptable to the Deadwood Historic Preservation Commission, and complied with the very specific historic preservation rules and regulations. ...He developed a mutually respectful relationship between my board and the commission that made both groups feel positive about the project.***

In addition to being an effective listener, Lyle Murtha thinks creatively in terms of space use and design. ***He was challenged with taking an architecturally eclectic building and making it comply with modern ADA safety regulations. This was no small feat...***

Finally, Lyle Murtha has great integrity as an architect. He treated everyone involved in the project with respect, and always responded quickly to questions as they arose. ***He was careful to stay within the budget with a minimum of change orders. Although building construction is never easy, Lyle Murtha made the process as painless as possible.***

It is without hesitation that I recommend Lyle Murtha to you. He will do a find job with any project to which he sets his hand. .."
Mary A. Kopco, Director

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Homestake Adams Research and Cultural Center
Ms. Mary Kopco
150 Sherman Street
Deadwood, South Dakota 57732
605-722-4800, #102
mary@theadamsdeadwood.org

*"Lyle Murtha is an innovative architect who actually pays attention to his client. **He has an impeccable reputation and is the only architect I am ever willing to recommend...***

*We hired his firm immediately and **are delighted with the functionality and the many creative architectural design elements present in the building... We opened the Homestake Adams Research and Cultural Center (HARCC) on June 16, 2011 to great acclaim.***

*First and foremost, Lyle Murtha listens to what his client wants. **He was always careful to make sure his designs were acceptable to the Adams' board and in compliance with the stringent historic preservation rules and regulations...***

He had a far different challenge to turn the former F. L. Thorpe Black Hills Gold Manufacturing Plan into a state-of-the-art research and cultural center. His creative design includes secure and climate-controlled storage and processing spaces for the archival records, a research area, offices, lecture hall plus classroom and meeting room spaces. The design functions just as we hoped it would..."

Mary A. Kopco, Director

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Planning, Zoning and Historic Preservation

Mr. Jim Wilson
108 Sherman Street
Deadwood, South Dakota 57732
605-578-2082
Whitewilson@msn.com

"Deadwood, South Dakota is a National Historic Landmark. One of the primary historic buildings is the Adams Museum. Mr. Murtha was an essential part of the design and construction management team that was responsible for the expansion of space within the building. Working within the rigid constraints provided by historic preservation guidelines and the difficulty of dealing with a symmetrical historic building, Mr. Murtha developed a design solution that retained and enhanced the historic character of the building while providing the museum staff and visitors with the modern improvements and additional space that was required for continued operation.

Mr. Murtha has completed successfully a number of historic rehabilitation projects in Deadwood and has always completed projects on time and with the highest degree of cooperation with both city and private clients. He has had wide experience with historic preservation/rehabilitation projects, has learned from past projects and is willing to undertake unusual and challenging projects. I would recommend him as an architect of any historic preservation project."
Jim Wilson, (Former) Town of Deadwood Historic Preservation Officer

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Frawley Ranches, Inc.
Mr. Henry J. Frawley
6920 Centennial Road
Spearfish, South Dakota 57783
605-587-2210
frawl@rapidnet.com

"I would like to take this opportunity to compliment the work done by Lyle Murtha on the Frawley Ranch near Spearfish, South Dakota. ***The ranch, a National Historic Landmark, has many historic buildings, which we have restored with the help and advice of Mr. Murtha.*** *He also designed all the buildings in an upscale RV Park and campground that is currently being built on the ranch.*

I would highly recommend his architectural services and talent."

Henry J. Frawley, Third Generation

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Kloefkorn-Ballard Construction
Mr. Mike Ballard
1051 Pou Road
Casper, Wyoming 82601
307-266-3660

"Please consider this letter of recommendation written on behalf of Lyle Murtha. I have known and worked with Lyle on several commercial projects over the past ten years. ***In my thirty years of being in the business I have rarely worked with a more competent architect. We're always interested in participating in a project that he is involved with.*** *With his projects we are assured that the project will be done correctly and that we will be treated fairly as a part of the team.* ***I believe his knowledge of construction details and solutions to problems are superior to most architects.*** *I have also had a chance to watch him work on Auto Cad and I am absolutely amazed at his speed and accuracy.*

We have sat in on meetings with Lyle and an Owner during conceptual design. In my opinion, ***Lyle is one of the best as it relates to design and aesthetics. His projects have a signature without sacrificing cost.*** *If I was an owner I would certainly want Lyle on my team..."*

Mike Ballard (retired), Kloefkorn-Ballard Construction

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Wyoming Game and Fish Department
Mr. Steve Sharon
6443 Gothberg Road
Casper, Wyoming 82604
307-473-3407
steve.sharon@wyo.gov

*"...Lyle has surrounded himself with employees that share his same ideals of truly listening to the client and being there in every step of the way from draft design to final completion... **I have worked with four other architectural firms in my 23 years as an administrator for the agency and Stateline No. 7 Architects is the first to fully incorporate our unique needs in developing buildings that match the form and function required, resulting in facilities that proudly represent the Department and State of Wyoming. Their relationship with our design team has simply been the best we have experienced. The resulting drawings and project specifications are tight with very little adjustment. This develops a construction environment that is well organized, allowing both the owner and the construction management team the opportunity to successfully communicate with the contractor in a positive open relationship. During both projects at Ten Sleep and Speas hatcheries, the Stateline team has also been very vigilant in assuring that the contractors meet the quality required and take pride in the work completed. Their attention to detail has resulted in two projects that elevated the pride of the personnel working at the facilities and will serve the State of Wyoming very well far into the future..."***

Steve Sharon, Fish Culture Supervisor

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Windsor Block, LLC
Mr. Daniel J. Senftner
617 ½ St. Joseph Street, Suite 7
Rapid City, South Dakota 57701
605-721-3378
dsenftner@rushmore.com

"As owner of several historic properties in downtown Rapid City, I spent considerable time searching out the right team to rehabilitate the 1886 Windsor Block. ...My vision was to uncover the original facade, through restoration and reconstruction, and at the same time turn the warehouse space into luxury lofts for downtown living.

The major construction company that I hired from Rapid City recommended Stateline Architecture. ***Although I did have several local firms very interested in the project, I made a visit to Stateline at their office in Casper, Wyoming. I realized the company was very organized and professional. I also found that there was a real interest in the historic aspect of the building and the importance of maintaining its integrity inside as well.***

I did have some concerns about Stateline being in Wyoming and my project being in Rapid City, but that quickly diminished with several visits to the project site from Stateline. *... The project progressed rather quickly with changes required throughout the construction process. Stateline was always right back with me with recommendations, often the same day.*

I highly recommend Stateline Architecture and would use them again."

Daniel J. Senftner, Owner

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Jonah Bank of Wyoming
Mr. Mark Zaback and
Ms. Kim DeVore
3730 East 2nd Street
Casper, Wyoming 82609
307-266-5663
mzaback@jonahbank.com
kdevore@jonahbank.com

"... To date, Stateline has been our architectural partner in four buildings for a total of eight projects. Our projects have covered the spectrum, including new builds, complete remodels and expansions.

Lyle's most invaluable strength is his ability and commitment to understanding his client's conceptual vision prior to applying his own style. Many architects have a signature style and cannot seem to stray from that, regardless of the project. Lyle invested his time getting to know us, our concept for Jonah Bank and what we wanted our facilities to say about us. *Most importantly, he understood and delivered on how we would like our customers to feel when visiting one of our banks.*

Over the past six years, as a team, we have built three banks with a consistently comfortable warm feel; branding Jonah Bank just as we hoped. ***Lyle and his team allowed our facilities to become a part of our brand, rather than just a structure housing our bank. ....Not often does a building's exterior and interior design become the centerpiece of an entire marketing concept.***

Mark Zaback, President and CEO and Kim DeVore, CFO

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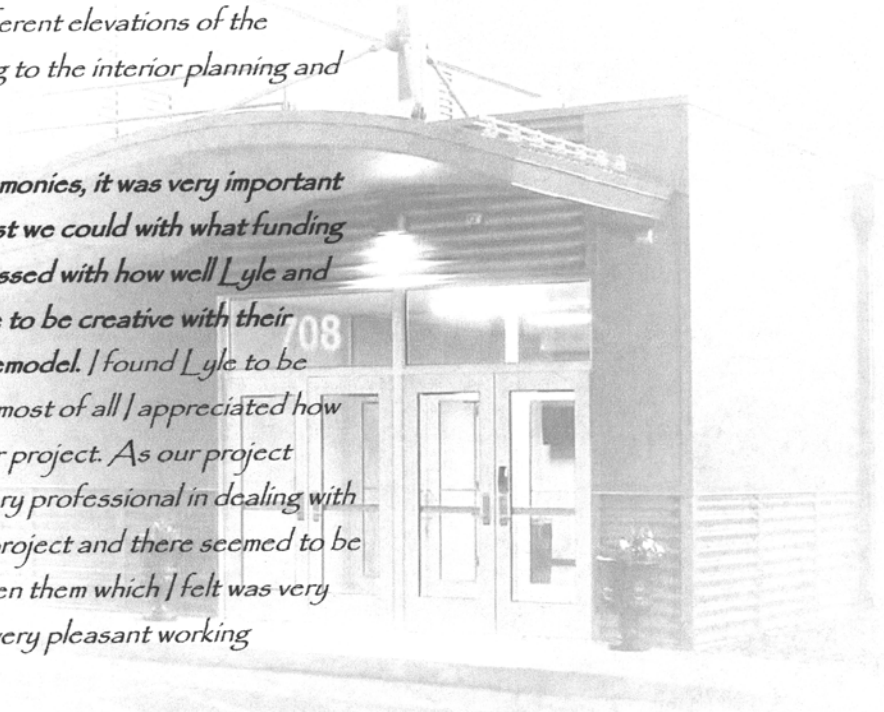
Pine Bluffs Recreation & Community Center
Ms. Sonya Fornstrom
P.O. Box 429
Pine Bluffs, Wyoming 82082
307-245-3301
pinebluffsrec@rtconnect.net



...*"**From the very beginning of the project Lyle was very attentive to what our needs were and did an excellent job in helping us to envision the overall project.** In the planning stages Lyle provided quality choices from which to choose from in all aspects of the project from the different elevations of the building and landscaping to the interior planning and design.*

***Working with tax payer monies, it was very important for us to do the very best we could with what funding we had. I was very impressed with how well Lyle and his associates were able to be creative with their ideas in designing our remodel.** I found Lyle to be very conscientious and most of all I appreciated how committed he was to our project. As our project progressed Lyle was very professional in dealing with our contractor for the project and there seemed to be a mutual respect between them which I felt was very helpful and made for a very pleasant working environment for me.*

*As our project came to a close Lyle's attention to detail never wavered.... **Now that our project is complete I am able to look back and see that if I were to do it all over again, there are very few changes, if any, that I would make"...***

Sonja Fornstrom, Recreation Director

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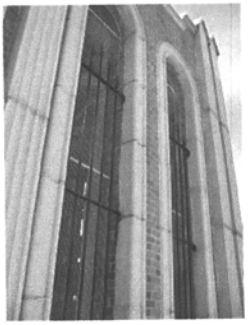
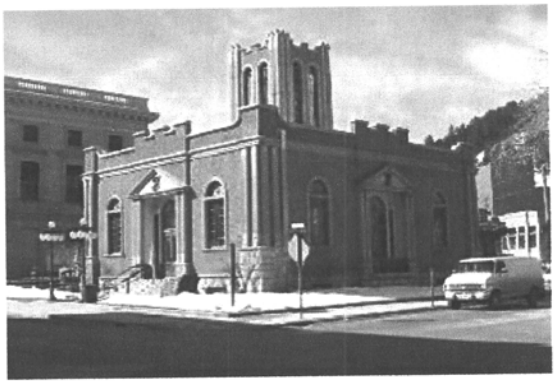
* Adams Museum

Completed in 2005, the project consisted of an approximately $822,000 addition and renovation to the existing Historic Adams Museum building (on the National Register of Historic Places) at 54 Sherman Street in the downtown of the National Historic Landmark town of Deadwood. The project included a below grade basement addition and renovations to accommodate a limited use/limited access elevator, ADA ramp/accessibility, thermal/energy efficiency, fire protection system, renovation for a lecture room, historic exterior cosmetic concrete repairs, historic precast concrete replica replacements, basement egress stair, bell tower windows, subgrade waterproofing, rooftop speakers/public address system, historic window frames for holiday decorations, exterior tuck pointing, and even electrical rewiring of historic hand-made light fixtures and wall sconces. Prior to the building project, a separate in-depth study of the existing facility was conducted. The project included three separate stakeholders: The City of Deadwood, who owns the building; the Deadwood Historic Preservation Commission, who funded the project; and the Adams Museum Board, who operates the facility. The project was designed to comply with the requirements of all three entities and with the South Dakota Historical Society's requirements. The project was completed in separate phases all amidst the irreplaceable historic artifacts of the museum. Lyle was the project designer and project architect. A separate asbestos abatement project was coordinated prior to construction.





Location
Deadwood, South Dakota

Owner
Adams Museum Board
Mary Kopco, Director
605-578-1094

Contractor
MAC Construction Co., Inc.
Pete Anderson, President
605-787-4685

Role
Designer
Project Architect

Personnel
Lyle Murtha

Scope
Study
Renovation/Historic Preservation
Addition (Basement)

Cost
$822,000

Completed
2005

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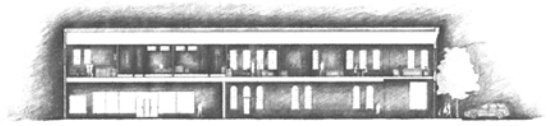
Windsor Block Lofts

The project consisted of the gut-and-remodel of the second floor of a historic 1890's downtown building to convert it into first-of-its-kind 9-unit "loft" living in Rapid City and to restore the façade to a near original historic appearance. We worked closely with the National Historic Preservation Office for tax-credit incentives. The project was awarded the Rapid City Historical Preservation Commission 2009 Preservation Achievement Award for preservation excellence.



Location
Rapid City, South Dakota

Owner
D.J.S. Downtown Properties
Dan Senftner, President and CEO
605-721-3378

Contractor
MAC Construction Co., Inc.
Pete Anderson, President
605-787-4685

Role
Architect of Record

Personnel
Lyle Murtha, Principal Architect
Anthony Jacobsen, Project Manager

Scope
Re-purposing (interior)
Rehabilitation (exterior)
Design-Build

Size
13,500 Square Feet

Cost
$ 1.2 Million

Completed
2009

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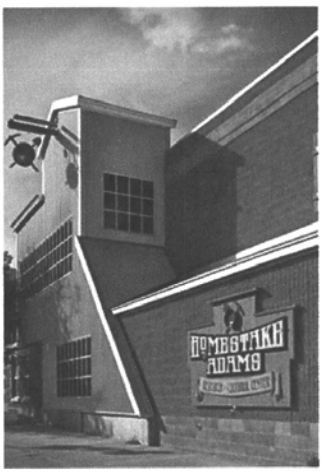
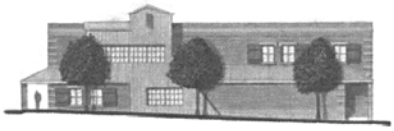
Homestake Adams Research and Cultural Center (HARCC)

Located in the National Historic Landmark City of Deadwood, and partially funded by the Deadwood Historic Preservation Commission, owned by the City of Deadwood, and operated by the Adams Museum (three separate stakeholders). The project consists of a two-phased repurposing of an existing warehouse building structure to convert it into a research center with an elevator addition. As with any facility with invaluable and irreplaceable artifacts, security was of utmost concern in this design. The phase I project was designed to be fully occupied during construction of the phase II portion. The world-class research facility includes meeting spaces, classrooms, library, research areas, and a full kitchen along with added fire protection, fire alarm, and other life safety and ADA requirements. Prior to construction, a complete re-do of the schematic design and detailed cost estimate was undertaken, along with a separate asbestos abatement project. This project is an example of a former client of Lyle's who sought his involvement from past project experience with the City of Deadwood and the Adams Museum & House Board of Directors, despite the distance to Deadwood from Casper, and after another local architecture firm had completed an initial study that the owner was not pleased with.





Location
Deadwood, South Dakota

Owner
Adams Museum Board
Mary Kopco, Director
605-578-1094

Contractor
Scull Construction
Jeff Clark, Project Manager
605-342-2379

Role
Architect of Record
Interior Design

Personnel
Lyle Murtha, Principal Architect

Scope
Feasibility Study
Repurposing
Addition (Elevator)
Design-Bid-Build (Phase 1)
Construction Manager (Phase 2)

Size
15,000 Square Feet

Cost
$1.7 Million

Completed
2011

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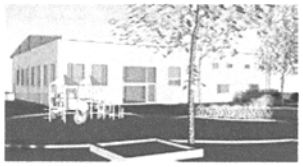
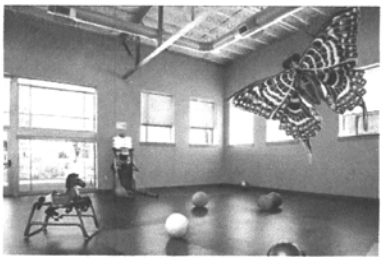
Pine Bluffs Day Care

The project included renovating and re-purposing a downtown/Main Street building for a town-owned day care center. The re-purposing of a 1930's former farm implement repair shop included a full commercial kitchen; all designed for compliance with the State Fire Marshal's office and the Wyoming Department of Family Services' regulations. A separate asbestos abatement project was also coordinated. The facility is designed for children birth through age twelve and the design was dictated by preserving as much as possible of the existing façade, including all window/door openings, as well as interior elements such as the exposed bow truss roof structure.





Location
Pine Bluffs, Wyoming

Owner
Town of Pine Bluffs
Julie Shandera, Director
307-245-9206

Contractor
Construction Specialists, Inc
Kevin Hansen, Project Manager
307-638-7570

Role
Architect of Record
Interior Design

Personnel
Lyle Murtha, Principal Architect

Scope
Re-purposing
Design-Bid-Build

Size
6,000 Square Feet

Cost
$.9 Million

Completed
2010

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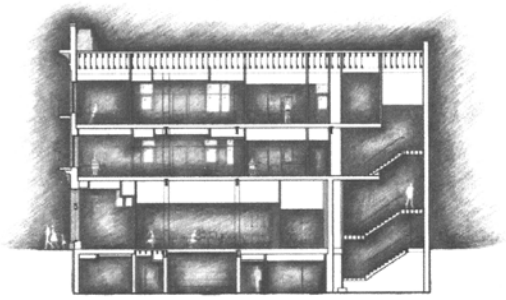
Elks Lodge Remodel

The project consists of the gut-and-remodel on four floors of this historic downtown building in Rapid City's Historic District. The project includes two elevator shafts (one new and one repurposed), roof and gutter/downspout replacement, exterior window replacement, and a separate tenant finish on the first floor and miscellaneous structural repairs and upgrades, all in keeping with historic tax incentive guidelines from the federal Secretary of Interior Standards for Historic Preservation. The main tenant and co-owner is Rapid City's largest and most prestigious law firm and the other co-owner is a general contractor/developer who have consistently relied on Stateline No. 7 Architects despite the distance to Rapid City and alternate local design firms.



Location
Rapid City, South Dakota

Owner
Gunderson/Palmer/Nelson/Ashmore
Mike Gibson, Office Manager
605-719-3417

Contractor
MAC Construction Co., Inc.
Pete Anderson, President
605-787-4685

Role
Architect of Record

Personnel
Lyle Murtha, Principal Architect

Scope
Rehabilitation
Design-Build

Size
20,000 Square Feet

Cost
$2.8 Million

Completed
2011

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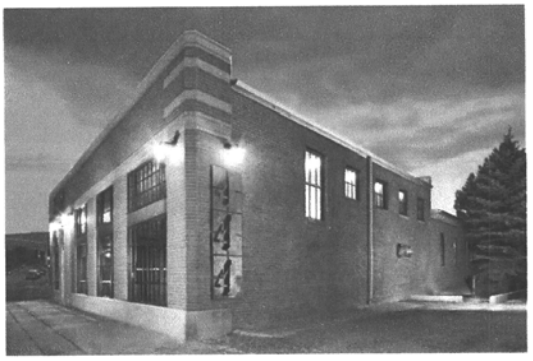
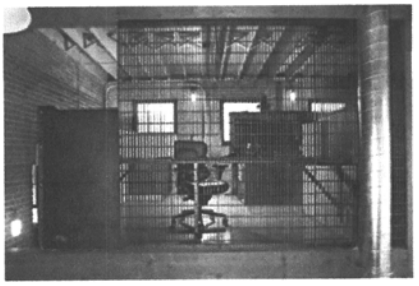
T Square

A renovation that includes a gut-and-remodel of a historic warehouse building into a loft space and professional offices for Stateline No. 7 Architects. This renovation includes window replacement, removing many layers of paint from the brick façade (interior and exterior), ADA upgrades, structural repairs, a re-roof that includes a rooftop terrace, and all new mechanical and electrical systems. A separate asbestos project was coordinated prior to construction.





Location
Casper, Wyoming

Owner
T Square Land Company
Lyle Murtha, Owner
307-265-3611

Role
Architect of Record
Interior Design

Personnel
Lyle Murtha, Principal Architect
Daniel Lipscomb, Interior Designer

Scope
Re-Purposing (interior)
Rehabilitation (exterior)
Design-Build

Size
18,000 Square Feet

Cost
$.5 Million

Completed
2013

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Hotel Virginia Apartments

A renovation that includes a gut-and-remodel of a historic four-story 1917 historic downtown hotel into twelve first of its' kind (for Casper) "lofts" and office/retail space. The project includes exposing the multiple-wythe brick exterior walls and heavy timber structure, exterior façade paint removal, exterior window and door replacement, miscellaneous structural repairs and upgrades, and all new mechanical and electrical systems. The project will be designed with historic tax incentive guidelines from the Secretary of Interior Standards for Historic Preservation, and will include the reconstruction of the original storefront façade.

1936

Location
Casper, Wyoming

Owner
McCarthy Properties
Steve McCarthy, President
605-716-9385

Contractor
MAC Construction
Peter Anderson, President
605-787-4685

Role
Architect of Record

Personnel
Lyle Murtha, Principal Architect

Scope
Re-Purposing (interior)
Rehabilitation (exterior)
Design-Build

Size
19,200 Square Feet

Cost
$1.9 Million

Completed
Under Construction/2014

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PROFESSIONAL FEES

Stateline No. 7 Architects and our engineering team prefer to establish a fixed fee for professional architecture and engineering services based on the total scope of work necessary to complete the project. The fixed fee is arrived at simply by estimating the actual time and work necessary to complete your project and calculating those costs including consulting, staff costs, overhead, etc. The fixed fee format allows the project budget to be established independent from the professional fees and dispels any concerns about fees being tied to project costs. This fixed fee method ensures the owner with upside protection and provides the architect and engineers fair compensation for their efforts. We propose a fixed fee for professional architectural, project management, interior design, structural engineering, landscape architecture, civil engineering, mechanical engineering and electrical engineering fees as outlined in this proposal as calculated:

Architectural/Interior Design Fees:
Stateline No. 7 Architects = $60,384.00

Civil Engineering (Survey) Fee:
JKC Engineering = $3,500.00

Landscape Architecture Fee:
Tallgrass Landscape Arch. = $2,720.00

Structural Engineering Fee:
Lower and Company = $1,500.00

Mechanical Engineering Fee:
Engineering Design Associates =$16,800.00

Electrical Engineering Fee:
Engineering Design Associates =$11,000.00

Total Fixed Fee: $ 95,904.00

Amounts already invoiced will be deducted from the above overall fee.

This is assuming the overall project construction budget is approximately $800,000 and that it is a single "phased" project or one single bid package, with Haass Construction acting as the design/build general contractor. Other owners have found with our team that paying more in fees on the front end for quality and competence pays off over the course of a project with reduced amount of "surprises" and change orders during construction.

Below is a list of our professional fee inclusions, exclusions and assumptions for comparison purposes.

We have not included the following architectural services for your project:

- Printing of drawing sets for bidding (but a web link will be provided for online plan access)
- Exhibit consultant; it is assumed the staff will assist in the design of all permanent and moveable exhibits (coordination with the staff for exhibits is included)
- Historic tax credit assistance or compliance
- Environmental/asbestos abatement-related services (asbestos removal design, bidding, or project management and/or air monitoring services, etc.)
- Phase 1 or 2 environmental assessment nor any contaminated soils mitigation
- Coordination of street/alley closures
- LEED (green building) certification
- Third party building commissioning services
- Geotechnical/subsurface soils investigations

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- BIM and/or Revit document format (AutoCad is the standard format)
- Tap fees
- Alta surveys
- Building construction permit (to be provided by the owner/contractor)
- Testing (compaction, concrete, paving, etc. to be provided by the owner/contractor)
- A detailed construction cost estimate (to be provided by the contractor)

We understand that the following services/work will be provided by the Stateline No. 7 Architects design team and our included in our fee proposal:

- Field verification of dimensions, existing conditions, etc.; draw existing conditions (record drawings)
- Detailed demolition plans
- Site design/engineering
- Landscape design (sculpture gardens and exterior ADA ramp design)
- Structural evaluation of the existing building
- Site survey (including topography, utilities, easements and boundaries of the property)
- Coordination with SHPO and City of Casper for Old Yellowstone District compliance
- Window coverings and furniture selections
- Interior design and space planning services to include color and material selections of all built-in items
- Coordination of owner supplied equipment
- Architectural and engineering construction drawings for the building renovations
- Fire protection system design coordination
- Review for compliance with Americans with Disabilities Act
- Full code review for compliance with local building codes (IBC or IEBC) and coordination with the local Building Department for building code compliance
- Project manual/specifications and bid documents
- Periodic trips/travel and visits to the site during construction for review of progress of the construction
- Bidding services
- Shop drawing review and color selection assistance during construction
- Design team available to the contractor during the course of the renovation project to provide input, answer questions, and participate in minor changes to the plans that inevitably arise as necessary

The following are additional assumptions to the project:

- Design meetings/reviews in Casper
- Design for a future elevator to the lower level and other ADA compliance
- Coordination of building signage (interior or exterior)
- Building security systems (cameras)
- A single construction "Phase" and one single general contractor, Haass Construction, has been assumed
- Completely new mechanical (HVAC and plumbing), electrical and fire protection systems

The fee includes in-house reimbursable expenses such as photocopies, in-house/progress blueprints, telephone/fax, illustrations, travel and other expenses that are typically reimbursable with other architecture firms. If additional services are required beyond those

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listed, they will be billed at hourly rates or the fee may be renegotiated. The fee will be billed monthly based on the percentage/amount of fee completed.

SUMMARY

In summary, Stateline No. 7 Architects feels uniquely qualified for the historic Old Pacific Fruit & Produce building renovation for the following reasons:

Firm Size/Lower Fees: Our small firm size assures low overhead costs that in-turn is passed on to the owner with lower design fees without sacrificing quality.

Involvement of Firm Principal: Our small firm size assures direct involvement in each and every project by the firm principal who is a hands-on project manager with years of experience and a talented designer. Our already-repeat clients are a testament to Stateline No. 7 Architects' dedication in this respect.

Youth and Ambition: We are an innovative, progressive and established firm. We are consciously "breaking the mold" of the typical "difficult-to-work-with" architect! Our goal is to prove our qualifications are as good as the past-established firms and to build a long-term relationship with the Casper Artists' Guild as your "go-to architects."

Reputation: We have already built an impeccable reputation for *listening* to the client and producing historic building renovations that exceed clients' expectations.

Yearning to be Established: We are eager to make an impression and will go the extra mile to prove our qualifications exceed the established firms!

Working Together: We are an architectural firm that works hand-in hand with contractors, subcontractors, and material suppliers in an effort to create distinguished projects, be realistic in terms of project budget, be technically proficient with the building code and construction documents, and lastly to LISTEN to the owners and provide services that suit the owners' functional needs.

Experience: Our past project experience with historic renovations; along with past projects in downtowns – in many communities – including our award-winning historic renovation project: Windsor Lofts in Rapid City; our museum and research center type experiences; and our history and experience of working on building renovation and master planning with other non-profit entities; all combined makes Stateline No. 7 Architects a strong fit for your Old Pacific Fruit & Produce building building renovation project.

"... I had the opportunity to work with Lyle on the town of Pine Bluffs Community Center 1.3 million dollar remodel project. ***From the very beginning of the project Lyle was very attentive to what our needs were and did an excellent job in helping us to envision the overall project****. In the planning stages Lyle provided quality choices from which to choose from in all aspects of the project from different elevations of the building and landscaping to the interior planning and design...*

...Now that our project is complete I am able to look back and see that if I were to do it all over again, there are very few changes, if any, that I would make..."

Sonja Fornstrom, Recreation Director, Town of Pine Bluffs Recreation & Community Center, Pine Bluffs, Wyoming

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Please visit us at: www.stateline7.com for an additional list of projects and resumes for all staff members.

We hope that you find our qualifications acceptable, and we look forward to discussing our project approach with you in greater detail. We hope that our qualifications accurately reflect your expectations and you find the professional design team acceptable. We would like, very much, to be involved in your project and promise our very best effort. We are proud of our reputation of being both knowledgeable and thorough and being a part of the "team." Again, we sincerely appreciate the opportunity to submit our qualifications and thank you for your consideration.

Respectfully,

Lyle T. Murtha, A.I.A.
President
Stateline No. 7 Architects

Client Authorization for Architectural Services and Acknowledgement of Right to Claim Lien

Signature:_____

Printed Name:_____

Title:_____

In compliance with Wyo. Stat. §§ 29-2-112 and 29-10-101, Stateline No. 7 Architects hereby Notifies the Owner: Stateline No. 7 Architects will be providing work, architectural services and materials as described within this Proposal and Contract for the following "Property" described in this proposal. Failure of payment due and owing to a contractor, subcontractor or materialman for work performed or materials provided to the project located on the Property can result in the filing of a lien against the Property. To avoid this result, when paying for labor and materials you may ask the contractor, subcontractor or materialman for "lien waivers" from all persons supplying materials or services. Failure to secure lien waivers may result in your paying for labor and materials twice.

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John Ruskin: "When we build let us think that we build forever. Let it not be for present delight nor present use alone.

Let it be such work as our descendants will thank us for,"

(1819-1901)

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OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 5, 2015

Total Amount of Optional 1% Sales Tax Funds Requested **$170,000.00**

PROJECT DESCRIPTION

Project Name: **Casper Boxing Club is requesting funding from the Optional 1% #15 Sales Tax Community Project to pilot programming for the State of Wyoming's very first Police Athletics/Activities League (aka, PAL of Central Wyoming).**

Name and Address of Sponsoring Organization/Agency:
Casper Boxing Club
PO Box 832
Casper, Wyoming 82602

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Annie Clark
Executive Director
PO Box 832
Casper, Wyoming 82602
307-258-0306
anniecbc@outlook.com

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

- SEE ATTACHMENT

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The All American Center is located on lease land between the Boys & Girls Clubs of Central Wyoming, Casper Boxing Club is subleasing from the Boys & Girls Club of Central Wyoming. If necessary the Boys & Girls Club will serve as lead fiscal agent for any 1% #15 Optional Sales Tax funds awarded through this proposal.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

- SEE ATTACHMENT

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Casper Boxing Club has secured over 50% of the approved 2015 budget, and has applied for the additional funding needed through several grants including this proposal to the City of Casper.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This will be an ongoing program in Natrona County, as Casper Boxing Club & PAL of Central Wyoming continue to grow in programming and members our need for additional 1% #15 Optional Funding will decrease over the next four years.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

- SEE ATTACHMENT

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Casper Boxing Club is requesting funding from the Optional 1% #15 Sales Tax Community Project to pilot programming for the State of Wyoming's very first Police Athletics/Activities League (aka, PAL of Central Wyoming).

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$50,000.00	$45,000.00	$40,000.00	$35,000.00
Grants:				
Private	$130,000.00	$150,000.00	$175,000.00	$140,000.00
Federal	$	$30,000.00	$50,000.00	$100,000.00
State	$	$	$	$
*Donations (cash)	$10,000.00	$20,000.00	$30,000.00	$30,000.00
*Donations (in-kind)	$	$	$	$
Project Income	$29,500.00	$37,000.00	$53,500.00	$66,500.00
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$219,500.00**	**$282,000.00**	**$348,500.00**	**$371,500.00**

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

_____
_____
_____

Engineering/Architectural Fees
(Design/Construction Administration) $_____

- Contingency $_____

Land Costs $_____

Construction Costs (Labor and Materials) $_____

- Contingency $_____

Furnishings $_____

Equipment Acquisition $_____

TOTAL $_____

Estimated Annual Operating/Maintenance Costs $_____

Source of Funding for Operating Costs
- Please provide specific revenue source(s) to support this project

_____
_____
_____
_____
_____
_____

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

City of Casper

OPTIONAL 1% #15 SALES TAX

FUNDING REQUEST APPLICATION

Casper Boxing Club ("CBC") requests funding from the Optional 1% #15 Sales Tax Community Project to pilot programming for the State of Wyoming's very first Police Athletics/Activities League (aka, Police Athletics/Activities League of Central Wyoming, or "PAL"). The PAL initiative will offer state of the art services to the youth and parents of our community, including a 56-hour long PAL Diversion program that focuses on one-on-one positive mentorship, community engagement, and physical fitness. This program is driven towards ensuring the success of all enrolled youth both during and after program completion. Further, a Youth Leadership Council (where youth will learn the tools to successfully start and operate a community service organization of their choice), as well as the Parent Project (a structured parenting course in which parents will learn scientifically proven parenting techniques for even the most difficult of adolescent behaviors) are three specific programs that the PAL initiative offers. Now that CBC has the state-of-the-art facilities where we can launch the PAL campaign, we are now in need of proper funding to correctly and effectively build, implement, stage and promote this incredibly important community program.

PALs have provided and cared for at-risk youth for more than 90 years. In 1910, New York City Police officers began serving inner-city youths by engaging them in character-building and relationship-strengthening activities on ball fields, playgrounds and classrooms. Today, the national PAL is a membership and volunteer-driven organization which provides positive mentors to more than 2 million youths ages 5 through 18, with nearly 230 member chapters in 700 cities housed in 1,700 facilities, powered by more than 80,000 volunteers. The mission of PALs across the United States is to prevent juvenile crime and violence by building the lasting bonds among children, police officers and communities. Indeed, as stated by Senior Ed Tumbleson, "Community policing comes down to problem solving. When officers arrive at your door and listen to the problem, we should be able to offer both short-term relief and long-term solutions. For the average cop, nothing is more frustrating than having to tell the caller, 'There is nothing (or little) we can do.'" With the powerful combination of PAL Diversion and the Parent Project, this all-inclusive approach to bridging the gap between the police and the community will impact not only our formative youth, but the parents who choose to participate.

Programs at PAL of Central Wyoming include a Youth Leadership Council scheduled to begin in May of 2015, a PAL Diversion Program that is currently in effect, and the Parent Project which will begin in June of 2015 - all of which will offer a holistic-oriented approach to some of the largest issues facing our community today. According to the Citizen Survey included in the Optional 1% #15 Sales Tax Community Project guidelines, the fourth most important priority for Casperites is the police force. Other important factors, such as community health services, human services, a strong local economy and recreational facilities will also be touched upon with the CBC and PAL partnership. For when the community's priorities are in alignment with those of law enforcement, the results of this strong bond trickle down to the other priorities listed above. When effective relationships are nurtured between the populace and

the police, less crime occurs and discipline is enforced across the board. This allows for a better economy generated by well-rounded, caring citizens.

PAL will focus on many issues that kids face today, including (but not limited to) underage drinking and drug use; family conflict; juvenile offending and repeat offending; failing academics; truancy; poor physical fitness; and poor self-esteem - all the while forming positive police interaction in a fun, yet disciplined atmosphere, as opposed to in the streets and courtrooms. They will also provide valuable no-cost programming resources to other youth serving organizations in the community, including the Youth Crisis Center, Mercer Family Resource Center, youth diversion, single point of entry, DFS, Boys & Girls Clubs of Central Wyoming, and Progressive Youth. This approach will ensure that all Natrona County residents are able to utilize PAL programming regardless of income level. Community collaboration is key for this initiative, for the closer we can work with CBC's partnering organizations, the higher number of youth we can serve – thus forming a joint effort toward making positive change, as well as addressing some of the concerns pointed out in the Citizen Survey.

According to Senior Ed Tumbleson (in an excerpt from the Community Policing Exchange*):

> "Law enforcement agencies across the country are experiencing an increasing number of family disturbance calls involving out-of-control children. In the past, we have recommended community organizations, parenting classes and counseling to parents. Unfortunately, traditional parenting classes do not deal with runaways, gangs, drug use, violent kids, and other criminal behaviors. These are truly law enforcement issues. Community resources are neither designed nor equipped to confront these behaviors, and most law enforcement agencies do not have concrete answers for these families. Most agencies are now aware that without structured intervention, the officer soon will be back for similar calls."

Natrona County has been fortunate in that we have not yet had to confront the reality and aftermath of violent altercations between pedestrians and police in such states as Missouri and New York. CBC and PAL hope you will see this as an immediate opportunity to be pro-active, as Caper will not always be sheltered from the urban realities of our great country. We have a unique opportunity right now to create a positive and respectful relationship among the youth, police force and our community as a whole with the initiative proposed herein.

CBC views its programs (such as PAL Diversion) as being a necessary extension of the already established youth diversion program. This is due to the fact that it will offer one-on-one positive mentorship from beginning to end, with the aim of uniting our youth with community organizations where they will be allowed the opportunity to participate during and after program completion. The first step toward this commitment is to match each youth participant with an adult who has personally experienced the process of offending and repeat offending, and who jointly understand the struggles that can result from choosing a life of bad decisions as well as the negative repercussions of those decisions. CBC also has the added benefit of working with the Social & Behavioral Science Department at Casper College, which will ensure the proper assessment of (and successful traceability for) PAL's campaign. Their involvement will also allow us the unique opportunity to make changes to the program where necessary, based upon their measurements.

Our offering of the Parent Project will serve as an extension of the parenting courses offered at Mercer Family Resource Center, as the Parent Project's *Changing Destructive Adolescent Behavior* course is the only program in the country specifically designed for the juvenile justice system and adjudicated youth.

The Parent Project is the largest court mandated program in the country. It is focused on reaching parents who are raising difficult or out-of-control children ages 10 and up and offers concrete, no-nonsense solutions to even the most destructive of adolescent behaviors. Juveniles account for 60% or more of every law enforcement agency's call for service; when we examine the reasons why children are seen in juvenile courts today, the need for a parent-training program that addresses detrimental adolescent behavior becomes evident. The Parent Project gives parents more than communication skills; it teaches proven strategies which powerfully influence children to reflect upon and modify poor behavior, including drug use, gang affiliation, truancy, family conflict, violence, and running away. To date, more than half a million parents have successfully completed this award-winning program.

Another initiative included in our PAL campaign is the Youth Leadership Council ("YLC"), which will consist of high-achieving teenagers (roughly between the ages of 13 to 18) in our community and offer the necessary tools and environment to affect positive and lasting changes in their community. The council will have their own checking account consisting of a small amount of money. With these funds, they will then be charged with the responsibility of forming a youth board of directors and running a community service organization within Natrona County. YLC will also be responsible for planning and completing fundraisers, then choosing the organizations to which they will provide funding throughout the year. This empowering approach will establish hands on experience in executive decision making skills and organizational management skills at the junior high and high school level in Casper and its surrounding communities. The time spent with YLC will introduce them to applicable experiences and community service – all of which are great points to make on college transcripts and job applications, as well as instilling good business practices. Again, this ties back to the Citizen Survey which indicates that the strength of the economy is of the utmost priority.

CBC and PAL of Central Wyoming share the common mission to use physical fitness, positive police interaction, and mentorship as a mechanism to deter behavioral problems, aggression and substance abuse, and to instill in members a paradigm centered upon critical thinking and self-control. Using the mind and body as a catalyst to bring about change in the world; and restoring youth's foundations. We do this by creating an environment for individuals who may not otherwise have the opportunity- to reach disadvantaged youth who have been written off as "unreachable" – and to restore their potential by offering them a change to live a healthy, positive, and productive life.

From June through December of 2014 CBC alone was able to serve 365 un-duplicated youth through the boxing/fitness program at the All American Center. In 2015, with the implementation of the additional programing we will offer with the money you grant us, we expect that number to increase to over 900. These figures do not include the countless number of community members such as teachers, police officers, school counselors, principals, peers, and employers who will benefit from having an increased number of at-risk youth learning the structure and responsibility that come along with being positive productive members of the community. The trickle-down effect of such programs will inevitably spread to various areas of the Citizen's Survey, thereby accentuating the wide spread success of campaigns such as the ones detailed here.

Along with the Greater Casper Branch of the Boys & Girls Clubs of Central Wyoming, the soccer fields, Skate Park, and the brand new Lincoln Elementary School, we are part of a united youth development campus in one of the lowest socioeconomic areas in our country. CBC and PAL of Central Wyoming have already established strong bonds with both the Boys & Girls Clubs and also the Natrona County School District. Our building will soon be home to the Financial Literacy Center, a program that will be

integrated with NCSD's curriculum, and will provide an exciting hands on experience for youth in terms of the development and practical application of financial management skills. The financial literacy program will also be offered to our adult community. Together this well-founded team will be able to serve thousands of youth and families in Natrona County each year.

PAL of Central Wyoming falls directly in line with Casper Police Chief Jim Wetzel's call for improved community relations. The PAL initiative helps to build trust between the community's youth and law enforcement. Our city has been fortunate to have a police chief such as Mr. Wetzel whose mission, from the beginning of his leadership, is to establish more positive police interactions. Now, we have the opportunity as a community to include our youth along with our parents to make an investment in the next generation of our community.

In further accordance with this philosophy, PAL and CBC work hand in hand establishing the assertion that ***the police are the public and the public are the police***. This is an important uniformity that is not currently identified within our community. There is hope, however, as it has been proven that if a child respects a police officer on the ball field, in the gym, or in the classroom, then that child is more likely to respect the laws that police officers enforce. PAL of Central Wyoming has the unique opportunity to bridge this gap, establishing a better relationship between the future of our children, as well as their position in the economy as they exit school and enter the job market.

It is true that CBC is a start-up organization, but we are also an instrumental component of the united learning campus developing around our building. With the use of success-proven programs that have worked in PALs across the United States, we hope that you will recognize the staying power CBC has already established through community support. Our goals are evident in that we are committed to the relationships developed at CBC, for our organization's number one goal is (and always will be) collaborating with other community organizations within Casper, as well as Wyoming as a whole. We hold our children's futures close to our hearts, for keeping our city and state in line with the common goals set forth in the Citizen's Survey and the PAL initiative, we can touch upon not only strengthening the character of our youth, but improve the resources available to them - resulting in an improved overall quality of life for the entire city.

* Tumbleson, Senior Ed. "Community Policing Exchange." Community Policing Consortium, Washington, D.C. www.parentproject.com. 2014.

June 2014 – February 2015 Donors List

Daniels Fund: $50,000.00

All American Center Campaign Funds: $29,499.75

Jens Janitorial: $28,000.00

McMurry Foundation: $10,000.00

Kate & Larry Castleman: $10,000.00

Clayton & Gloria Jensen: $10,000.00

National Police Athletics/Activities League: $10,000.00

Keith & Susanna Garlick: $5,000.00

R&H Rig & Tong Sales: $5,000.00

Polaris of Casper: $4,000.00

Wells Fargo Advisory Trust: $2,000.00

Wyoming Behavioral Institute: $500.00

Rod Barstad's Paint & Autobody: $500.00

Chris Walsh: $400.00

Tom & Paula Loranc: $250.00

Joe & Diane McGinley: $250.00

Mike & Glenda Boyle: $250.00

Tom & Sheri Juarez: $100.00

Walter Woodbury: $100.00

City of Casper
POLICE DEPARTMENT
201 North David — First Floor
Casper, Wyoming 82601

2/5/2015

Steve Freel
Casper Police Department
201 N. David Street

Casper City Council
200 N. David Street

Council members,

Approximately one and a half years ago, the Casper Police Department had the opportunity to become involved with Casper Boxing and the All American Center. The partnership was focused on establishing Wyoming's first Police Athletic League (PAL).

As a group, we have been able to form PAL of Central Wyoming and have past and current officers serving as board members. Recently, the police department began working with the boxing club through our youth diversion program, referring clients to the PAL Prevention program. I believe it is imperative to have officers not only involved as mentors in the lives of the youth that walk through the doors of the PAL, but also to make a difference in the lives of children that are at risk, disadvantaged or simply need a guiding figure to stand next to them.

The PAL of Central Wyoming is in the process of implementing a new programming initiative, which will be greatly beneficial to our community, while providing valuable resources to other organizations in Natrona County. I do support this initiative and look forward to the benefits of it.

Sincerely,

Steve Freel
Operations captain
Casper Police Department

OFFICE OF THE DISTRICT ATTORNEY
Seventh Judicial District
YOUTH DIVERSION PROGRAM

MICHAEL A. BLONIGEN
District Attorney

201 North David Street
4th Floor
Casper, Wyoming 82601
TEL: (307) 235-9640
FAX: (307) 235-9256

February 4, 2015

To City Council Members,

The Natrona County Sheriff's Office would like to share with you that we are supporting the vision of the PAL (Police Athletic League) of Central Wyoming program. The Natrona County Sheriff's Office's Youth Diversion and Crime Prevention Deputy is working closely with PAL members to bridge the gap between law enforcement and youth in our county. The Sheriff's Office and PAL Program both agree the rise in juvenile crimes have risen more in the recent years. The Youth Diversion Program has been in Natrona County from many years now, and continues to be a great way to help guide juveniles to lead a non-criminal drug free life. The Youth Diversion program is looking forward to working with the PAL of Central Wyoming. If anyone has any questions about the partnership between the Natrona County Sheriff's Office and PAL of Central Wyoming please feel free to contact Deputy Scott for details.

Deputy Michael Scott
Youth Diversion/Crime Prevention
Natrona County Sheriff's Office
201 N. David Street
Casper, Wyoming 82601
307-235-9282

02/04/2015

To Whom It May Concern;

We had the pleasure of meeting, and working closely with Annie Clark of the Casper Boxing Club since August of 2014. We reached out to the Casper Boxing Club as we were trying to help a local youth who was in desperate need of positive guidance. Not only did they accept the challenge with open arms but they were excited to have this child participate in their program.

We contacted Ms. Clark after interest was expressed. She was very helpful in explaining the program and more important, the expectations for anyone involved in the sport of boxing. This was key for us because re-introducing a child from a violent background into a physical sport was a concern. Initially, we were signed up for a trial class. All involved wanted assurance that this was something this child wanted to commit to.

Almost immediately we noticed a big difference in this child and our trial class became a full time passion. Life had become important; this child knew they had become important. They were part of a team and that team depended on this child's presence. With this new found respect for themselves, they started to excel in other areas of life. School became a priority and for the first time since this child came in to our lives, we saw them working at being successful.

After several months, this student began letting peer pressure and family issues define life and the Boxing Club was beginning to take a back seat. Ms. Clark continued to contact us regarding the well-being of this child, and her concern was genuine. Days where the child did not arrive at the Boxing Club, Ms. Clark called to find out if there were different plans. During days where this child was harming or threatening to harm themselves, Ms. Clark worked to encourage self-respect and give them reasons to embrace all the good life has to offer. After a short absence, this child has gone back to where they are comfortable, supported and cared about and are again turning life around. It wasn't boxing they missed, however, it was Ms. Clark, the other staff members and the team that led them back.

The Casper Boxing Club Staff have been an integral part in this young child's life. Ms. Clarks' ability and willingness to connect with the youth of our community and desire to make a difference is truly heart-warming. If given the ability, Ms. Clark would be able to reach farther and affect more children with concepts of inclusion, acceptance and responsibility. Each of these are concepts that would benefit any community, now and far into the future. Children who would otherwise have no hope, no direction and no positive attention know they are able to find it at the Casper Boxing Club.

Sincerely,

Terry and Lori Jackson

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

DEPARTMENT OF THE TREASURY

Date: SEP 19 2012

CASPER BOXING CLUB
C/O CLAYTON JENSEN
680 LONG LANE
CASPER, WY 82609-2412

Employer Identification Number:
83-0317738
DLN:
17053012302002
Contact Person:
JOAN C KISER ID# 31217
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
November 30, 2011
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

State of Wyoming

DEPARTMENT OF REVENUE

MATTHEW H. MEAD, *Governor*
DANIEL W. NOBLE, *Director*

122 West 25th Street, 2-West, Cheyenne, Wyoming 82002-0110
Telephone:(307) 777-7961 ○ Web: http://revenue.wyo.gov/
E-mail: DOR_Taxability@wyo.gov

Property Tax Division Fax (307)777-7527 ○ Excise Division Fax (307)777-3632 ○ Mineral Division Fax (307)777-7849 ○ Liquor Division Fax (307)777-6255

May 28, 2014

Casper Boxing Club
680 Long Lane
Casper, WY 82609-2412

Based on the information you have furnished this office, we find **Casper Boxing Club** qualifies for exemption from Wyoming sales/use tax under W.S. 39-15-105 and 39-16-105.

This exemption extends to ***all purchases by the organization*** in and for the regular ***charitable functions*** and activities of the organization. Purchases by the organization of services and tangible personal property used to provide benefits to members or employees, such as housing, clothing, transportation, food, etc., would not be exempt the tax.

As a ***charitable*** organization, your occasional sales for fund-raising purposes are also exempt from sales tax under W.S. 39-15-105 and 39-16-105. ***However, if you make regular or routine sales for fund-raising purposes, such regular sales are not exempt. If such sales are made by your organization, you are required to obtain a Wyoming Sales/Use Tax license and file regular tax returns with this department for your sales.*** If you have any questions about the classification of sales made by your organization, we urge you to submit written evidence of your activities and request a ruling.

This exemption does not extend to personal purchases made by employees or members of the organization, nor to contractors who may be performing for the organization. Purchases made by employees or members of the organization with later reimbursement by the organization are subject to the tax. A properly completed Certificate of Exemption must be furnished to your suppliers.

Please find enclosed a Streamlined Sales Tax Agreement Certificate of Exemption with Instructions for your use. You may obtain additional blank copies from our website http://revenue.wyo.gov under the "Forms" tab. Please note that a properly completed form includes Section 3 information regarding purchaser as well as seller to be completed. In Section 4, #20 designate your entity as a charitable organization. Also in Section 5, letter E indicate your ***Revenue Identification (RID) number which is 268401.*** The absence of this document would require you to pay sales tax on the purchase.

Finally, should there be a change in the condition of your organization (i.e. IRS designation, name, address, or charitable condition) you are required to notify the Department immediately to obtain a current determination. Should you have any questions on this or other sales/use tax matters, please contact the Department of Revenue at (307) 777-2459.

Sincerely,

Cathy Anderson
Taxability Specialist
Education and Taxability
Excise Tax Division

Terri Lucero
Manager
Education and Taxability
Excise Tax Division

2015 Approved Operations Budget

2016-2018 Proposed Budgets

PAL of Central Wyoming 2[illegible]5 Approved Budget

CITY OF CASPER 1% OPTIONAL FUNDING PORTIONS IN YELLOW

INCOME	YEAR TOTAL	TO DATE	DIFFERENCE
Program Income	15,000.00	975.00	(14,025.00)
Grants & Foundations	130,000.00	50,000.00	(80,000.00)
Direct Public Support (Individuals / Corporations)	10,000.00	2,000.00	(8,000.00)
Fundraisers	4,000.00		(4,000.00)
Special Event Revenue	10,500.00	185.00	(10,315.00)
			0.00
			0.00
			-
			-
			-
			0.00
City of Casper 1% #15 Optional Funding	50,000.00		(50,000.00)
Total	**219,500.00**	**53,160.00**	**(166,340.00)**

PERSONNEL EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
Salary Employees			0.00
Executive Director	11,056.85	2,483.76	8,573.09
City of Casper 1% #15 Optional Funding Portion:	25,943.15		25,943.15
Mentor Coordinator	37,000.00	2,483.76	34,516.24
Benefits	11,736.00		11,736.00
Month/Quarter End Taxes	11,942.25	1,199.16	10,743.09
Hourly Employees			0.00
Boxing Program Hourly Staff	8,640.00		8,640.00
Parent Project Hourly Staff	3,240.00		3,240.00
Youth Leadership Hourly Staff	2,160.00		2,160.00
Month/Quarter End Taxes	5,776.85		5,776.85
Total Personnel	**117,495.10**	**6,166.68**	**111,328.42**

OPERATING EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
General Operations:			0.00
Rent / Utilities			0.00
Postage, Mailing Service			0.00
Printing & Copying			0.00
Office Supplies			0.00
Supplies -Other			0.00
Telephone-Communications			0.00
Insurance			0.00
Vehicle Registration			0.00
General Maintenance			0.00
Computer Software			0.00
Credit Card Processing Fees			0.00
Bank Fees - Debt Card			0.00
Total General Operations:	36,260.98		36,260.98
Advertisements	7,884.00		7,884.00
Athlete Registration	500.00		500.00
Business Registration Fees	325.00		325.00
Accounting Fees	3,000.00		3,000.00
Fundraising Fees	2,000.00		2,000.00
Outside Contract Services	5,000.00		5,000.00
Donor Recognition	5,000.00		5,000.00
Equipment	2,500.00		2,500.00
Mentor Field Trips (Movie Nights, Meals, Holiday Party)	2,500.00		2,500.00
Special Event Expenses	10,000.00		10,000.00
Parent Project Training / 4 Staff	6,970.00		6,970.00
Youth Leadership Academy / 1 Staff, 1 Youth	2,930.00		2,930.00
National PAL / 2 Staff, 2 Officers	3,520.00		3,520.00
Boxing Program Competition Expenses	10,000.00		10,000.00
Staff/Officer Clothing Allowance	3,500.00		3,500.00
Total Operating	**101,889.98**	**0.00**	**101,889.98**

PAL of Central Wyoming 2016 Projected Budget

CITY OF CASPER 1% OPTIONAL FUNDING PORTIONS IN YELLOW

INCOME	YEAR TOTAL	TO DATE	DIFFERENCE
Program Income	20,000.00		(20,000.00)
Grants & Foundations	150,000.00		(150,000.00)
Direct Public Support (Individuals / Corporations)	20,000.00		(20,000.00)
Fundraisers	4,000.00		(4,000.00)
Special Event Revenue	13,000.00		(13,000.00)
Government Grants	30,000.00		(30,000.00)
			0.00
			-
			-
			-
			0.00
City of Casper 1% #15 Optional Funding	45,000.00		(45,000.00)
Total	**282,000.00**	**0.00**	**(282,000.00)**

PERSONNEL EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
Salary Employees			0.00
Executive Director	40,000.00		40,000.00
Mentor Coordinator	40,000.00		40,000.00
Benefits	14,083.20		14,083.20
Month/Quarter End Taxes	13,301.25		13,301.25
Hourly Employees			0.00
Part Time Programming Staff	28,980.00		28,980.00
1 Full Time Office Staff	15,965.00		15,965.00
City of Casper 1% #15 Optional Funding Portion:	5,635.00		5,635.00
Month/Quarter End Taxes	8,281.12		8,281.12
Total Personnel	**166,245.57**	**0.00**	**166,245.57**

OPERATING EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
General Operations:			0.00
Rent / Utilities			0.00
Postage, Mailing Service			0.00
Printing & Copying			0.00
Office Supplies			0.00
Supplies -Other			0.00
Telephone-Communications			0.00
Insurance			0.00
Vehicle Registration			0.00
General Maintenance			0.00
Computer Software			0.00
Credit Card Processing Fees			0.00
Bank Fees - Debt Card			0.00
Total General Operations:	48,619.20		48,619.20
Advertisements	8,000.00		8,000.00
Athlete Registration	500.00		500.00
Business Registration Fees	325.00		325.00
Accounting Fees	5,000.00		5,000.00
Fundraising Fees	2,000.00		2,000.00
Outside Contract Services	5,000.00		5,000.00
Donor Recognition	5,000.00		5,000.00
Equipment	4,000.00		4,000.00
Mentor Field Trips (Movie Nights, Meals, Holiday Party)	3,000.00		3,000.00
Special Event Expenses	10,000.00		10,000.00
Parent Project Training / 4 Staff	3,485.00		3,485.00
Youth Leadership Academy / 1 Staff, 1 Youth	3,380.00		3,380.00
National PAL / 2 Staff, 2 Officers	3,520.00		3,520.00
Boxing Program Competition Expenses	10,000.00		10,000.00
Staff/Officer Clothing Allowance	3,500.00		3,500.00
Total Operating	**115,329.20**	**0.00**	**115,329.20**

PAL of Central Wyoming 20[illegible] Projected Budget

CITY OF CASPER 1% OPTIONAL FUNDING PORTIONS IN YELLOW

INCOME	YEAR TOTAL	TO DATE	DIFFERENCE
Program Income	28,500.00		(28,500.00)
Grants & Foundations	175,000.00		(175,000.00)
Direct Public Support (Individuals / Corporations)	30,000.00		(30,000.00)
Fundraisers	5,000.00		(5,000.00)
Special Event Revenue	20,000.00		(20,000.00)
Government Grants	50,000.00		(50,000.00)
			0.00
			-
			-
			-
			0.00
City of Casper 1% #15 Optional Funding	40,000.00		(40,000.00)
Total	**348,500.00**	**0.00**	**(348,500.00)**

PERSONNEL EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
Salary Employees			0.00
Executive Director	43,000.00		43,000.00
Mentor Coordinator	43,000.00		43,000.00
Benefits	17,181.50		17,181.50
Month/Quarter End Taxes	14,660.75		14,660.75
Hourly Employees			0.00
Part Time Programming Staff	28,980.00		28,980.00
2 Full Time Office/Programming Staff	43,200.00		43,200.00
Month/Quarter End Taxes	13,518.52		13,518.52
Total Personnel	**203,540.77**	**0.00**	**203,540.77**

OPERATING EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
General Operations:			0.00
Rent / Utilities			0.00
Postage, Mailing Service			0.00
Printing & Copying			0.00
Office Supplies			0.00
Supplies -Other			0.00
Telephone-Communications			0.00
Insurance			0.00
Vehicle Registration			0.00
General Maintenance			0.00
Computer Software			0.00
Credit Card Processing Fees			0.00
Bank Fees - Debt Card			0.00
Total General Operations:	65,111.20		65,111.20
Advertisements	8,000.00		8,000.00
Athlete Registration	1,500.00		1,500.00
Business Registration Fees	325.00		325.00
Accounting Fees	7,500.00		7,500.00
Fundraising Fees	3,000.00		3,000.00
Outside Contract Services	6,000.00		6,000.00
Donor Recognition	5,000.00		5,000.00
Equipment	5,500.00		5,500.00
Mentor Field Trips (Movie Nights, Meals, Holiday Party)	3,500.00		3,500.00
Special Event Expenses	15,000.00		15,000.00
Parent Project Training / 4 Staff	3,485.00		3,485.00
Youth Leadership Academy / 1 Staff, 1 Youth	3,535.00		3,535.00
National PAL / 2 Staff, 2 Officers	4,000.00		4,000.00
Boxing Program Competition Expenses	10,000.00		10,000.00
Staff/Officer Clothing Allowance	3,500.00		3,500.00
Total Operating	**144,956.20**	**0.00**	**144,956.20**

PAL of Central Wyoming 2018 Projected Budget

CITY OF CASPER 1% OPTIONAL FUNDING PORTIONS IN YELLOW

INCOME	YEAR TOTAL	TO DATE	DIFFERENCE
Program Income	35,000.00		(35,000.00)
Grants & Foundations	140,000.00		(140,000.00)
Direct Public Support (Individuals / Corporations)	30,000.00		(30,000.00)
Fundraisers	6,500.00		(6,500.00)
Special Event Revenue	25,000.00		(25,000.00)
Government Grants	100,000.00		(100,000.00)
			0.00
			-
			-
			-
			0.00
City of Casper 1% #15 Optional Funding	35,000.00		(35,000.00)
Total	**371,500.00**	**0.00**	**(371,500.00)**

PERSONNEL EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
Salary Employees			0.00
Executive Director	47,000.00		47,000.00
Mentor Coordinator	47,000.00		47,000.00
Benefits	20,617.80		20,617.80
Month/Quarter End Taxes	16,459.25		16,459.25
Hourly Employees			0.00
Part Time Programming Staff	5,465.00		5,465.00
City of Casper 1% Optional Funding Portion	23,515.00		23,515.00
2 Full Time Office/Programming Staff	43,200.00		43,200.00
Month/Quarter End Taxes	13,518.52		13,518.52
Total Personnel	**216,775.57**	**0.00**	**216,775.57**

OPERATING EXPENSES	YEAR TOTAL	TO DATE	DIFFERENCE
General Operations:			0.00
Rent / Utilities			0.00
Postage, Mailing Service			0.00
Printing & Copying			0.00
Office Supplies			0.00
Supplies -Other			0.00
Telephone-Communications			0.00
Insurance			0.00
Vehicle Registration			0.00
General Maintenance			0.00
Computer Software			0.00
Credit Card Processing Fees			0.00
Bank Fees - Debt Card			0.00
Total General Operations:	69,611.50		69,611.50
Advertisements	8,000.00		8,000.00
Athlete Registration	1,500.00		1,500.00
Business Registration Fees	325.00		325.00
Accounting Fees	8,500.00		8,500.00
Fundraising Fees	3,500.00		3,500.00
Outside Contract Services	6,500.00		6,500.00
Donor Recognition	5,000.00		5,000.00
Equipment	7,500.00		7,500.00
Mentor Field Trips (Movie Nights, Meals, Holiday Party)	4,000.00		4,000.00
Special Event Expenses	15,000.00		15,000.00
Parent Project Training / 4 Staff	3,685.00		3,685.00
Youth Leadership Academy / 1 Staff, 1 Youth	3,800.00		3,800.00
National PAL / 2 Staff, 2 Officers	4,000.00		4,000.00
Boxing Program Competition Expenses	10,000.00		10,000.00
Staff/Officer Clothing Allowance	3,500.00		3,500.00
Total Operating	**154,421.50**	**0.00**	**154,421.50**

PAL of Central Wyoming

About Us

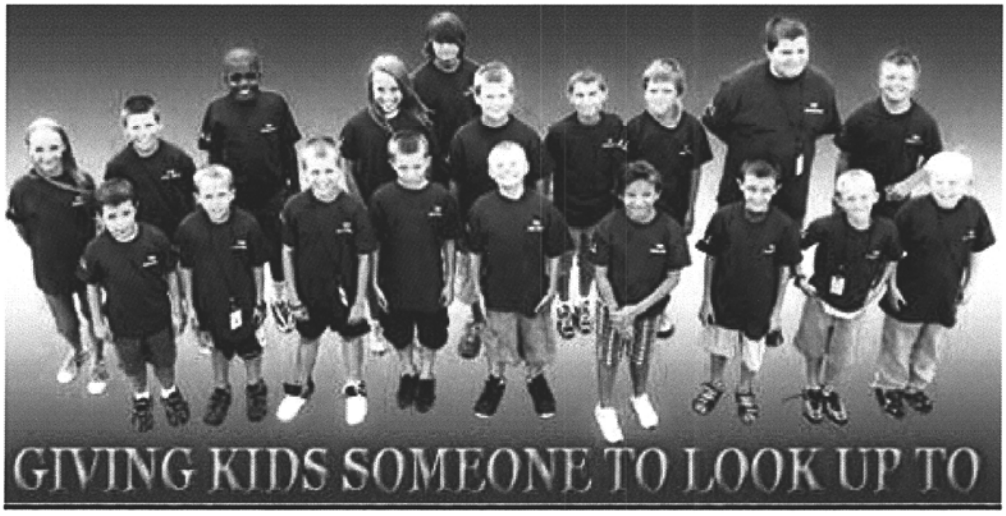
Special Points of Interest Include Prevention of:

- Underage drinking and drug use
- Family Conflict
- Juvenile repeat offending
- Failing academics
- Truancy
- Poor physical fitness
- Poor self-esteem

It is the mission of PAL of Central Wyoming to promote sportsmanship, responsibility, integrity, loyalty, and individuality through education, dedication, desire, and a commitment to maximize excellence. We carry out our mission by using physical fitness, police interaction, and positive shipments as a mechanism to deter behavioral problems, aggression and substance abuse, and by instilling a paradigm-centered approach upon critical thinking and self-control.

Our mission is three-fold; using the body and mind as a catalyst to bring about change in the world; restoring at risk youth's foundations and inspiring them to aim high. Our main focus is to create an environment for such individuals who may not otherwise have the opportunity, to reach young people who have been written off as "unreachable," and to restore their potential by offering them a chance to live healthy, positive, and productive lives.

PAL of Central Wyoming is the first Police Athletics League in the state of Wyoming and is a registered charter with the National Association of Police Athletics / Activities Leagues. Along with other PAL chapters across the county we are working to prevent juvenile crime and violence by building the bond between cops and kids, through positive mentorship programs and building lifelong friendships. Studies have shown that if a young person respects a police officer on the ball field, gym or classroom, the youth will likely come to respect the laws that police officers enforce. Such respect is beneficial to the youth, the police officer, the neighborhood and the business community.



Youth Leadership Council

The Youth Leadership Council program was started by a California PAL back in 2002 as part of an initiative to offer more than just "athletic" based programs to PAL youth. Within the first couple of years, the program took off at many local PAL chapters and is now considered one of the primary programs that is offered to California's PAL youth.

The purpose of a Youth Leadership Council (YLC) is for youth to explore, discuss and recommend effective ways to engage themselves in the activities of their PAL chapter. Membership in the Youth Leadership Council provides kids in middle school and high school with leadership opportunities, education, new relationships and lots of fun as they work with their peers for the betterment of their PAL and their community.

The primary objective of the Youth Leadership Council program is to develop leadership skills in the members, provide support and enhance the other PAL programs that are being offered at the local chapters.

The success of the YLC program has been tremendous as many of the PAL youth over the past decade have now gone on to college and beyond. Many former YLC members have now become successful professionals in the workplace.

The membership requirements for the program include:

- Maintain a 2.5 minimum Grade Point Average
- Attending school and no negative contact with any law enforcement agency within the past six months.
- Drug, alcohol and tobacco free
- Letter of recommendation from non-family member stating reason (s) why applicant would make an outstanding contribution to the Youth Leadership Council
- Perform 4-8 hours of community service per month

The Goal of the Youth Leadership Council program is to:

- Instill a sense of civic pride and responsibility, develop leadership skills and enhance self-esteem.
- Involve youth in democratic process of governing their own Youth Leadership Council
- Encourage youth to volunteer in a community service program
- Improve communication between PAL Staff and youth
- Provide positive peer role models and a continuous forum to voice concerns
- Provide methods of reaching out to youth who are wanting to get involved, afraid or don't know how to take initiative
- An alternative to juvenile crime, gang violence or drug involvement.

Involving the YLC in their community is important for healthy social development, enriched family life, and neighborhood vitality. YLC members contribute to the civic life of their communities by participating in their City Council or County Board of Supervisor meetings, supporting causes, fund raising, serving on non-profit boards and advising decision makers on issues of concern to the YLC members. Community involvement often gives members new friends and interests, a heightened sense of responsibility, improved leadership skills, increased self-esteem, and a strengthened sense of accomplishment.

Boxing/Fitness Program

One often hears that boxing encourages young people to become excessively aggressive, even violent. In fact, just the opposite is true. When properly taught, boxing leads to greater self-confidence and self-discipline. This change in behavior and mental attitude is achieved through routine training and participation in competitions.

Intensive, daily training helps reduce aggression by channeling and using up much of a person's normal energy. Anger and boxing simply do not mix because in order to accomplish one's immediate goals, the athlete must be in complete control of mind and body. People soon learn that anger only fogs the mind at a time when they most need the full use of their faculties.

The boxing program at PAL of Central Wyoming should not be viewed in isolation; its impact extends far beyond athletics into school, work, and social life. Boxers at the Casper Boxing Club program have demonstrated consistently that they are capable of growing, improving, and taking on new levels of responsibility.

At the Casper Boxing Club, it is our mission to use amateur boxing with a three-fold training model - Mind, Body and Soul. This model brings change in the lives of our members and youth; restoring their foundations, inspiring their faith and reaching the unreachable. We desire to create, for individuals who may not otherwise have the opportunity, a place to restore their potential and offer them a chance at living healthy, productive lives.

For over 57 years, the Casper Boxing Club has been serving the communities of Central Wyoming. For many young people who have been written off as "unreachable," our program provides them an opportunity to turn their lives around by using the Olympic sport of amateur boxing as the catalyst for positive change.

DEVELOPING SELF-ESTEEM

One of the most natural changes which takes place as a result of dedicating oneself to an organized sport is the development of self-esteem. Most of the children and adults at Casper Boxing Club arrive with low self-esteem. Typically, they then try to hide their negative self-image and insecurity by acting through or pretending to be accomplished athletes. These boxers have failed to master the simplest of routines (e.g., getting up on time, going to school/work every day, making their beds, and keeping friends). Sports programs which demand a certain discipline are often the first taste many of these boys/girls have of success, of setting personal goals and of achieving them. With each new goal obtained, however small, the feeling of self-esteem grows.

DEVELOPING DISCIPLINE

Discipline is given most directly by coaches and teachers who serve as role models and who must demonstrate their own mastery of discipline as they work to maintain a semblance of order during practice. Boxers come to respect this order. They learn the benefits of a well-organized practice, one which adheres to tight schedules, which fits into each boxer's daily routine, and which allows them to grow and further their own skills. In time, many experiment with greater discipline in their own lives and notice the benefits in increased self-confidence, self-worth, and self-interest. Many of these boxers, over several years, slowly take on the role of a part-time coach, sharing their knowledge and skills with their peers and, in so doing, experience for the first time what it means to give and care for others.

Our Purpose

All sports programs and activities at Casper Boxing Club have at least two common goals. This physical activity is not only healthy in and of itself, but also essential as a means of releasing energy which can otherwise manifest itself in negative ways. It has been shown time and time again that without this physical release, people often find it difficult to concentrate and, therefore, to apply themselves to normal stages of personal and academic development. The second goal is an extension of the first. Specifically, people learn through athletic programs many lessons which can be applied to all other areas of life such as the virtues of patience, clear thinking, organization, respect for others, and helping others.

PAL Diversion Program

Total Program Hours 50-55

It is the goal of the PAL Diversion program to deter first time offending youth and in some cases prior offenders from repeating criminal activity after program completion.

We do this by:

- Showing personal interest in each individual child.
- Being a constant presence during the duration of the program, each juvenile offender has a PAL team from beginning to end. The PAL team consist of the PAL Director, head boxing program coach, and a Police Officer.
- Matching each child with a local community activity they are personally interested in being involved in both during PAL diversion and after completion.
- Matching each child with a local adult member of the community who has real life experience as to how negative decisions have effected their lives personally.
- Comparing "Pre-PAL" and "After-PAL" personal growth of each individual through an essay "Who Am I" This essay is completed prior to meeting PAL team and again upon completion of program.

" The cost for a typical stay in a juvenile facility is $66,000 to $90,000 for 9-12 months."
- American Correctional Association

ESSAY REQUIREMENTS

Prior to initial meeting with PAL team juvenile offender must complete an essay titled "Who Am I".

Who Are You
Socially?
Professionally/Academically?
Spiritually?
Athletically?
Artistically?

How do you interact with people?
In groups?
At school?
One on one?
Peer Relationships?
Meeting new people?
In formal situations?
Authority Figures?

Program Requirements:

Juvenile is required to spend two hours per day Monday – Thursday at AAC, either attending the boxing/fitness program that is run from 5:30PM-6:30PM, the conditioning program that is run from 6:30PM-7:30PM, or the competition program that is run from 6:30PM-8:30PM. For those who choose to only participate in a one hour class they will be required to spend the remaining hour doing homework, or helping out around the facility.

CBC's program is a proven deterrent to negative behavior by youth because of its highly structured focus on self-determination, self-confidence, and self-discipline. Intensive, daily training helps reduce aggression by channeling and using up much of a person's normal energy. Anger and boxing simply do not mix because, in order to accomplish one's immediate goals the athlete must be in complete control of both mind and body. People soon learn that anger only clouds the mind at a time when they most need the full use of their faculties.

Juvenile is required to meet with PAL team weekly to discuss progress, academics, attendance, and current behavior outside of the ACC.
- The purpose of these meetings are to keep an active role in each individual participant's progress by the PAL team. This keeps the team up to date, and also shows the youth that they care about their progress and growth.

Juvenile is required to spend three one hour sessions at ACC under the supervision of staff with a local adult member of the community who can personally identity with their current situation, and give advice as to how their negative decisions have effected their life. For example: if the juvenile offence is drug or alcohol related they may be matched with someone from AA or NA, by that organizations staff members.

Juvenile is required to complete three hours of community service with a local non-profit organization. The location of this service will be determined off of an individual basis and based off of personal interest of the youth themselves.

In order to successfully complete the PAL diversion program the juvenile offender is required to complete all of the above, and also re-write the initial essay "Who Am I". At this time the youth and PAL team meet again, to go over the second essay and discuss with the child what they have learned or taken away from their participation.

"The largest court mandated juvenile diversion program in the country."
-American Bar Association's Center on Children and the Law

Who We Are

Parent Project Mission Statement

Our mission is to develop parent-training programs for parents raising difficult or out-of-control children. We are committed to providing highly effective programs that are affordable for every parent.

The Parent Project. Celebrating 27 Years of Service to Families.

At the Parent Project®, we believe that parents are the answer. In our 27 years, we have worked with over ½ million parents raising difficult or out-of-control children. Our programs are based on their experiences and successes. No matter how difficult the situation may be, we can help. "Little miracles". It's what we do!

The Parent Project is now the largest court mandated juvenile diversion program in the country and for agencies, the least expensive intervention program available today.

There are two, highly effective Parent Project® programs serving families:

Loving Solutions is a 10 week program written for parents raising difficult or strong-willed children, 5 to 10 year of age. Designed for classroom instruction, this program has special application to ADD and ADHD issues, and was written for the parents of more difficult children.

Changing Destructive Adolescent Behavior is a 10 to 16 week program designed for parents raising difficult or out-of-control adolescent children, ages 10 and up. Also designed for classroom use, "Changing Destructive Adolescent Behavior" provides concrete, no-nonsense solutions to even the most destructive of adolescent behaviors.

How Our Programs Work:

- Parents meet one night per week for 2 to 3 hours per night.
- The Parent Project activity based curriculum allows parents to learn and practice behavior management techniques at home
- Parent support groups are formed using the UCLA self-help support group model.
- Program orientation: behavior modification.

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Juvenile Justice

"Distinguished Program of the Year."
-California Youth Authority

Why the Parent Project?

Juveniles account for 60%, or more, of every law enforcement agency's call for service. And when we examine the reasons why children are seen in juvenile courts today, the need for a parent-training program that addresses the *most* destructive of adolescent behaviors becomes evident.

The Parent Project is that program. The Parent Project's *Changing Destructive Adolescent Behavior* is the only program in the country specifically designed for the juvenile justice system and adjudicated youth. The **Parent Project®** is the largest court mandated or juvenile diversion program in the country.

More than talk!

The **Parent Project®** gives parents much more than communication skills. It teaches proven strategies which powerfully influence children to change even the most destructive behaviors, including drug use, gang affiliation, truancy, family conflict, violence and running away. To date, more than one half million parents have completed our award-winning program.

Community Policing

Excerpt from *Community Policing Exchange*
Published by the Community Policing Consortium, Washington, DC. Used by permission.

By Senior Deputy Ed Tumbleson

Community policing comes down to problem solving. When officers arrive at your door and listen to the problem, we should be able to offer both short-term relief and long-term solutions. For the average cop, nothing is more frustrating than having to tell the caller, 'There is nothing (or little) we can do."

Law enforcement agencies across the country are experiencing an increasing number of family disturbance calls involving out-of-control children. In the past, we have recommended community organizations, parenting classes and counseling to parents.

Unfortunately, traditional parenting classes do not deal with runaways, gangs, drug use, violent kids, and other criminal behaviors. These are truly law enforcement issues. Community resources are neither designed nor equipped to confront these behaviors, and most law enforcement agencies do not have concrete answers for these families. Most agencies are now aware that without structured intervention, the officer soon will be back for similar calls.

Accordingly, the Thousand Oaks Police Department's Community Police Unit now offers a program called the 'Parent Project®.' This program is specifically designed to help parents change destructive adolescent behavior.

DANIELS FUND

For Questions About PAL of Central Wyoming programming or investment / collaboration opportunities please contact

Annie Clark

Executive Director

307-258-0306

anniecbc@outlook.com

910 Barbara
Casper, Wyoming 82601

We're on the Web!!
Www.palwyoming.com

The Parent Project
An evidence / science based program.

Idaho

Interested in juvenile recidivism, a juvenile justice district in Idaho conducted a comparison study using juvenile crime data in two adjoining school districts (both were served by the same judicial district, offered identical prevention/intervention programs, matched demographically BUT only one offered the Parent Project). Those research findings were published in OJJDP's Journal. See pages 30-32.
_http://www.parentproject.com/docs/research/OJJDP%20Journal_SeePages_30-32.pdf - See pages 30-32

American Bar Association

The American Bar Association researched family involvement programs for adjudicated youth, nationally. Their published report (August, 2001) is entitled "Parental Involvement Practices of Juvenile Courts, Report to the Office of Juvenile Justice and Delinquency Prevention, United States Department of Justice." This report identified the Parent Project as the largest court-mandated juvenile diversion program in the country; the only program operating in multiple states; the only program with a structured, published curriculum; and the only program that offers a 40-hour, STC certified training for replication in other communities. The Center's complete published report is available through the American Bar Association. For book orders, you can call the ABA Service Center 800-285-2221 (Order # 5490314)

Roseville Police Department

The Roseville Police Department in Northern California, conducted their own research. 60 to 80% of every law enforcement agency's calls for service are juvenile related. The Roseville Police Department wanted to see if they could reduce their calls for service in that area. They looked at the first 15 families that took the Parent Project Classes. 6 months prior to taking the program, those 15 families generated 87 juvenile related calls for service. 6 months after taking the Parent Project, the same 15 families generated only 4 calls for service. The Roseville Police Department is continuing to track their families and after 4 years, demonstrated a 73% reduction in juvenile related calls for service.
Roseville Research - http://www.parentproject.com/docs/research/Roseville.pdf
Contact Parent Project Facilitator, Roseville Police Department - http://www.parentproject.com/index.php/about-us/client-contact-list

Parent Project Research

While at Cal State San Bernardino, Dr. Heidi Stoltz completed two pieces of research on the Parent Project classes, an 8-week qualitative focus group, and a quantitative,10-week pre and post survey at several national sites. Dr. Stoltz's research demonstrates SIGNIFICANT positive changes in effective parenting in every area studied.
Manuscript - http://www.parentproject.com/docs/research/JCP_Stolz_Manuscript.pdf
Dr. Heidi Stoltz continues to conduct research on Parent Project classes, nationwide.
Sample Parent Project Class Site Survey - http://www.parentproject.com/docs/research/SiteSummary_sample.pdf

Alabama

Based on research conducted at several sites there, the Sate of Alabama moved the Parent Project into their list of approved evidence / science based models. The Alabama State Department of Education has adopted the Parent Project as their first line of defense for Truancy Reduction. The Parent Project is now used by every school district and juvenile court in Alabama. For more information, please contact Kay Atchison Warfield, with the Alabama State Department of Education.

Contact Parent Project Facilitator, AL Department of Education - http://www.parentproject.com/index.php/about-us/client-contact-list

YLS /CMI

The Parent Project directly addresses the following Risk Factors:

General offenses, Restlessness, Risk taking, Aggression, Physical violence, Crimes against person, Antisocial behavior, Substance abuse, Poor parent-child relationships, Harsh or lax discipline, Poor monitoring / supervision, Low parental involvement, Antisocial parents, Abusive parents, Family conflict, Poor school attendance and performance, Antisocial-delinquent peers, and Gang membership.

There are currently 120 OJJDP Funded, Gang Prevention and Intervention Programs in the US. Because the Parent Project is the only program in the country that offers concrete interventions for all of the risk factors above, forty seven of these programs use the Parent Project for their parent education component. One such program is the Kern County Superintendent of Schools countywide gang prevention and intervention program, "Project 180". The Kern County program is considered a model program by OJJDP and they were invited to present at the National Gang Symposium in June of 2011, in Orlando, Florida. Project 180 uses the Science Based "Youth Level of Service / Case Management Inventory Assessment Tool". The YLS instrument measures Risk Levels of youth, individual or environmental factors associated with anti-social behavior. Using the Parent Project in conjunction with their teen program/s, "Risk Levels" among youth in the program decreased 75%.

East Los Angeles Collaborative

In 2009, the East Los Angeles Parent Project Collaborative graduated 347 parents. Almost all of the parents had been court mandated to attend the 10-week class. All of the juveniles were on probation. LA County Juvenile Probation tracked the juvenile offenders for 180 days after graduation. Only 6.63% were rearrested. Only 2.59% were incarcerated. (The average recidivism rate for LA County juvenile probationers is approximately 15%.) The East LA Parent Project Collaborative includes the LA County District Attorney, LA County Sheriff's Department, LA County Eastlake Juvenile Court Judges, LA County Juvenile Probation, and LA County Department of Parks and Recreation. For more information on their research, please contact Albert Gomez with the East LA County Collaborative.

Contact Parent Project Facilitator, East LA County Collaborative - http://www.parentproject.com/index.php/about-us/client-contact-list

PAL of Central Wyoming has established a "Core Value Vision" for our movement: Our main core values are JUSTICE, COMMUNITY, AND ETHICAL FOUNDATION

Provide a place for youth to restore potential by offering them the opportunity to live a healthy lifestyle and reach their full potential, by focusing on a healthy mind, body, and soul.

JUSTICE

JUSTICE:

Become engaged citizens with respect for themselves, the law, their community and others.

- Physical Fitness
- Safe & Healthy Lifestyles
- Discipline
- Prevention
- Leadership Skills
- Positive Police Interaction

COMMUNITY

COMMUNITY:

Pro-Active community development through collaboration, family involvement, positive interaction and mutual respect.

CORE VALUES

Partnering Agencies:

Boys & Girls Clubs of Central Wyoming

Casper Police Department

Natrona County Sherriff's Office

Youth Diversion Program / Single Point of Entry

Youth & Adult Community Service

Mercer Family Resource Center

Natrona County School District

National Association of Police Athletics League

USA Boxing

Prevention Management Organization of Wyoming

ETHICAL FOUNDATION

ETHICAL FOUNDATION:

Setting fourth community leadership with respect for a greater good.

- Cowboy Ethics
- Character building
- Respect
- Encourage family involvement
- Build self -esteem
- Positive mentorship

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 9th, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ $417,070

PROJECT DESCRIPTION

Project Name: Casper Community Greenhouse Project

Name and Address of Sponsoring Organization/Agency:

Casper Community Greenhouse Project

PO Box 50465

Casper, WY 82605

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Jesse Miller – Board President

1510 S Cedar St. Casper, WY 82601

ccgreenhouseproject@gmail.com, (307) 215-9688

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Casper Community Greenhouse Project is a 501(c)3 non-profit organization with a mission to produce fresh and healthy local food for the Casper community, in a way that educates and foster's community involvement. Currently we operate three programs; School Garden Program, Community Garden Program, and a Local Food Feasibility Study. Our programs are described below and further description, along with budgets, are included in attachment.

The CCGP's School Garden Program promotes school gardens as a platform for experiential learning and improved nutrition. CCGP emphasizes the production of nutritious fruits and vegetables along with sustainable production practices, easily replicated by students and parents. CCGP assists schools with curriculum development by aligning school garden lesson plans to state curriculum standards; organizing curriculum enrichment; providing schools farm and garden field trip opportunities; and facilitating community involvement with school gardens to ensure success and sustainability.

The CCGP's Community Gardens Program aims to grow a thriving environment that promotes urban agriculture and provide a place to grow food for all community members. Community gardens ranked high among the influence toward both access to healthy food and physical activity. Integrating strategic land use, planning, and development we look to change the urban landscape into an edible landscape for the community to live an active and healthy lifestyle.

The CCGP's Local Food Feasibility Study, funded by the USDA Local Food Promotion Program (LFPP), is to build an evidence-based foundation for local food system development, particularly a food hub, in Casper, Wyoming. The intent is to build a foundation of local food information by conducting a Community Food Assessment (CFA). A CFA is a way for a community to assess a broad range of food-related issues, identify its challenges and resources around food, and to use food as a tool for community development.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Allocated funds will not be used to purchase equipment or construction of buildings.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The Casper metropolitan area population was 59,628 in 2013. The Casper Community Greenhouse Project's aim is to increase the production of fresh and healthy local food for the Casper population in a way that educates and fosters community involvement. Our school garden program is aimed at the 11,500 students in attendance throughout Natrona County School District. Our community garden program is aimed toward all community members of the Casper metropolitan area, particularly the 9,150 people in Natrona County identified as food insecure (Feeding America) and the 7,692 seniors in Casper (US Census Bureau). The community food assessment targets residents of the Casper area, along with local farmers and ranchers located around Casper and the state. We have reached approximately 50 farmers/ranches and 15 wholesale buyers at this point in our USDA LFPP study.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The Casper Community Greenhouse Project (CCGP) has received a $42,000 grant from Prevention Management Organization of Wyoming to support our school gardens and community gardens programs over a four year period. We will also seek funding from the Wyoming Department of Agriculture to support our school and community gardens. Each school garden and community garden grant is for up to $3,500.

We have been collaborating with a group of local organizations to conduct a Local Food Feasibility Study and received a $25,000 grant from the USDA through their Local Food Promotion Program (LFPP). We received matching funds from Prevention Management Organization of Wyoming ($2,000), CAEDA ($600), Wyoming Survey Analysis Center ($700), Best Western Ramkota ($900), and Bould Development ($2,500). We are seeking funding to conduct strategic planning based on the recommendations identified in phase I of the project. Once strategic planning has been conducted, we will reapply for the USDA LFPP implementation grant.

During FY15 we will apply, through the USDA, for a Farm-to-School planning grant opportunity to help support our school garden program. CCGP will reapply during FY16 for USDA Farm-to-School implementation grant. This grant is available for up to $100,000 with 25% match for up to 24 month period. We will also apply for the USDA LFPP implementation grant, which is the follow up grant to our current research grant. This grant is for up to $100,000 with a 25% match for up to 24 month period.

If we do not receive the Optional 1% Sales Tax community project funding, our program expansion will be delayed and we will scale our efforts to match our level of funding. Initial funding from the Optional 1% Sales Tax funding will help our organization leverage further funding sources and other resources available for our programs.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The Casper Community Greenhouse Project has outlined our projected timeline in phases. Our school garden program is currently is in the expansion phase. We have expanded our efforts to two new schools and are preparing to write for the Farm-to-School grant to continue the program expansion. The Farm-to-School grant will incorporate the data we have gathered from USDA LFPP feasibility study, to understand how to bring local food into the school setting. Once received, the USDA Farm-to-School grant will support the school garden efforts. The CCGP plans to use the 15' Optional 1% Sales Tax as initial support and leverage to acquire other funding sources.

Our Community Garden program is in the start-up phase as we identify potential plots of land and gather interested community members willing to help tend and maintain the garden.

Our efforts to assess the community food environment, through the USDA LFPP grant, will continue through April when we will conclude phase I of the assessment. Phase II of the assessment will continue from April through FY15. Phase III will start in FY16 which will consist of implementation of strategies from the feasibility. We seek funding from the Optional 1% Sales Tax to support Phase II of the assessment to help prepare the CCGP for the USDA LFPP implementation grant.

The CCGP requests for the Optional 1% #15 Sales Tax funding will support our efforts through the specified four year time frame. Our goal is to diversify our funding sources and reduce our reliance on Optional 1% #15 Sales Tax community project funding by that time.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The Casper Community Greenhouse Project's programs fall within the priorities established in the One Cent Citizens' Survey. The CCGP's School Garden Program aligns with the priority "Community Health Services." Obesity and associated chronic disease are increasing in the Casper community in all age groups. To help combat the increasing prevalence of obesity, one strategy is to teach healthy behaviors to our younger generation. School Gardens can serve as living classrooms where children can practice their social and life skills and learn, hands-on, how to grow healthy food and eat well while developing healthy behaviors around food and nutrition. Gardens integrated into the school setting have shown student increased preference of vegetables, increased fruit and vegetable consumption, increased children's knowledge about the benefits of eating fruit and vegetables, as well as improved student achievement, life skills, social skills and behavior.

The CCGP's Community Gardens Program aligns with "Senior Citizen Services" since one of our target populations is Casper residents over 65 years old. Community Gardens provide a space for seniors to stay involved in activities to remain mobile and involved in the community. The Community Gardens Program also aligns with "Community Health Services" because our main goal is to increase access and availability of fruits and vegetables in the community. Better nutritional options and access and availability to fruits and vegetables have been identified as preventive health strategies for the Casper community.

The CCGP's Local Food Feasibility Study aligns with the established One Cent Citizens' Survey priority, "Strong Local Economy." The goals of the study are to determine the food needs of the Casper community; increase food-related sustainability and self-reliance; and create an economic environment where diversified farming and processing of locally produced food is stimulated and encouraged.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Casper Community Greenhouse Project

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$124,700	$114,540	$94,540	$83,290
Grants:				
Private	$10,000	$8,000	$8,000	$8,000
Federal	$24,544	$130,000	$100,000	$0
State	$7,000	$7,000	$7,000	$7,000
*Donations (cash)	$0	$0	$0	$0
*Donations (in-kind)	$6,768	$0	$0	$0
Project Income	$0	$0	$0	$0
**Loans	$ 0	$ 0	$ 0	$ 0
TOTAL FUNDING AVAILABLE	**$ 173,012**	**$ 259,540**	**$ 209,540**	**$98,290**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

The CCGP program does not require new construction or remodeling.

Engineering/Architectural Fees (Design/Construction Administration)	$_____
• Contingency	$_____
Land Costs	$_____
Construction Costs (Labor and Materials)	$_____
• Contingency	$_____
Furnishings	$_____
Equipment Acquisition	$_____
TOTAL	**$ 0**_____
Estimated Annual Operating/Maintenance Costs	$_____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

_____

_____

_____

_____

_____

_____

Additional Documentation

Detailed budget

- Please see CCGP program description and budget document. CCGP 2015-2018 Attachment.

Cost Estimate Substantiation

- Please see attached proposal for consultant cost for phase II of the Local Food Feasibility study.

Other documentation

- **Non-profit status:** Please see attached document.
- **Funding history:** CCGP has not received previous Optional One Cent Funding.
- **Needs Data:** Please see attached document. Prevention Management Organization Natrona County Chronic Disease Needs Assessment.

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

DEPARTMENT OF THE TREASURY

Date: JUL 24 2014

CASPER COMMUNITY GREENHOUSE PROJECT
PO BOX 50465
CASPER, WY 82605-6000

Employer Identification Number:
46-0968958
DLN:
17053282305003
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
August 30, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

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

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 947

CCGP 2015-2018

Jesse

CASPER COMMUNITY
GREENHOUSE PROJECT
GREENHOUSE PROJECT

2015-2018 STRATEGIC PLANNING & BUDGET

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CASPER COMMUNITY
GREENHOUSE PROJECT

Casper Community Greenhouse Project: Mission, Vision, & Objectives

Mission

The Casper Community Greenhouse Project's mission is to produce fresh and healthy local food for the Casper community, in a way that educates and foster's community involvement.

Aim

Build, develop and operate a local destination designed to promote urban and rural agriculture and the health and well-being of the community.

Vision

Develop an innovated space that produces fresh, healthy produce, an attractive green space and educational center.

Produce enough food to supply the community fresh, healthy food while generating enough revenue to remain sustainable.

Provide environment for the community to learn about nutrition, food and the scientific process of producing it.

Expand the community greenhouse initiatives to other communities of Wyoming.

Collaborate with educational institutions to develop a technical path for people seeking job skills in greenhouse operation and management.

Teach students about ecosystems and the symbiotic relationship between them.

Provide educational space for students of all ages to participate in growing food.

CASPER COMMUNITY
GREENHOUSE PROJECT

Casper Community Greenhouse Project: Programs & Initiatives

School Gardens Program

Description: Schools are encouraged to create experiential learning gardens that are moderate in size to be easily managed by students, teachers, parents, and community volunteers.

CCGP's Role in School Gardens

Casper Community Greenhouse Project (CCGP) promotes school gardens as a platform for experiential learning and improved nutrition. CCGP emphasizes the production of nutritious fruits and vegetables along with sustainable production practices, easily replicated by students and parents. CCGP will assist schools with curriculum development, by aligning school garden lesson plans to state curriculum standards; organizing curriculum enrichment; provide schools farm and garden field trip opportunities; and facilitate community involvement with school gardens to ensure success and sustainability.

Target Demographic: Interested elementary, middle, and high schools located in NCSD.

Goal: Implement and evaluate school garden programs in Casper, WY.

Includes teacher information and plans for professional development and training that enhance effectiveness of instruction and student learning. An effective curriculum is implemented by teachers who have a personal interest in promoting positive health behaviors, believe in what they are teaching, are knowledgeable about the curriculum content, and are comfortable and skilled in implementing expected instructional strategies. Ongoing professional development and training is critical for helping teachers implement a new curriculum or implement strategies that require new skills in teaching or assessment.

CASPER COMMUNITY GREENHOUSE PROJECT

Provides opportunities to make positive connections with influential role models. An effective curriculum links students to other influential persons who affirm and reinforce health–promoting norms, attitudes, values, beliefs, and behaviors. Instructional strategies build on protective factors that promote healthy behaviors and enable students to avoid or reduce health risk behaviors by engaging peers, parents, families, and other positive adult role models in student learning.

Provides opportunities to reinforce skills and positive health behaviors. An effective curriculum builds on previously learned concepts and skills and provides opportunities to reinforce health-promoting skills across health topics and grade levels. This can include incorporating more than one practice application of a skill, adding "skill booster" sessions at subsequent grade levels, or integrating skill application opportunities in other academic areas. A curriculum that addresses age-appropriate determinants of behavior across grade levels and reinforces and builds on learning is more likely to achieve longer-lasting results.

Provides adequate time for instruction and learning. An effective curriculum provides enough time to promote understanding of key health concepts and practice skills. Behavior change requires an intensive and sustained effort. A short-term or "one shot" curriculum, delivered for a few hours at one grade level, is generally insufficient to support the adoption and maintenance of healthy behaviors.

Provides age-appropriate and developmentally-appropriate information, learning strategies, teaching methods, and materials. An effective curriculum addresses students' needs, interests, concerns, developmental and emotional maturity levels, experiences, and current knowledge and skill levels. Learning is relevant and applicable to students' daily lives. Concepts and skills are covered in a logical sequence.

Uses strategies designed to personalize information and engage students. An effective curriculum includes instructional strategies and learning experiences that are student-centered, interactive, and experiential (for example, group discussions, cooperative learning, problem solving, role playing, and peer-led activities). Learning experiences correspond with students' cognitive and emotional development, help them personalize information, and maintain their interest and motivation while accommodating diverse capabilities and learning styles. Instructional strategies and learning experiences include methods for:

a. Addressing key health-related concepts.
b. Encouraging creative expression.
c. Sharing personal thoughts, feelings, and opinions.
d. Thoughtfully considering new arguments.
e. Developing critical thinking skills.

Provides functional health knowledge that is basic, accurate, and directly contributes to health-promoting decisions and behaviors. An effective curriculum provides accurate, reliable, and credible information for usable purposes so students can assess risk, clarify attitudes and beliefs, correct misperceptions about social norms, identify ways to avoid or minimize risky situations, examine internal and external influences, make behaviorally relevant decisions, and build personal and social competence. A curriculum that provides information for the sole purpose of improving knowledge of factual information will not change behavior.

CASPERCOMMUNITY GREENHOUSE PROJECT

Builds personal competence, social competence, and self efficacy by addressing skills. An effective curriculum builds essential skills — including communication, refusal, assessing accuracy of information, decision-making, planning and goal-setting, self-control, and self-management — that enable students to build their personal confidence, deal with social pressures, and avoid or reduce risk behaviors.

CCGP Objectives

- ☐ **Objective 1:** Develop and provide educational resources to connect children with food, nutrition, and agriculture while cross referencing with Wyoming core curriculum standards.
- ☐ **Objective 2:** Educate and train teachers, principals, and garden volunteers to implement agriculture, nutrition, and garden standard-based curriculum into school garden.
- ☐ **Objective 3:** Assist schools' search and application for school garden funding.
- ☐ **Objective 4:** Apply for 2016 USDA Farm-to-School grant.
- ☐ **Objective 5:** Evaluate school garden programs in NCSD.
- ☐ **Objective 6:** Expand school garden program to more schools within NCSD.

Strategies

- ☐ **Objective 1:** Develop and provide educational curriculum to connect children with food and agriculture and cross reference with Wyoming core curriculum standards.
  - Strategy 1: Develop and implement 20-week nutrition and agriculture school garden curriculum.
  - Strategy 2: Locate resources and develop accessible database for NCSD teachers and administrators to use farm-to-school resources.
    - ☐ Develop resource 'bank' on website for school garden curriculum/lessons

- ☐ **Objective 2:** Educate teachers, principals, and garden volunteers how to implement agriculture, nutrition, and garden standard-based curriculum into their school.
  - Strategy 1: Hold "train-the-trainer" conference for teachers/administrators/volunteers in school garden implementation

CASPER COMMUNITY GREENHOUSE PROJECT

- ☐ **Objective 3:** Assist schools' search and application for school garden and farm-to-school funding sources.
  - Strategy 1: Identify and help schools apply for grants and funding opportunities.
    - ☐ Provide up front funding for schools' interest in applying for Wyoming Dept. of Agriculture Specialty Crop Block Grant.

- ☐ **Objective 4:** Apply for 2016 USDA Farm-to-School grant.
  - Strategy 1: Apply for 2016 USDA Farm-to-School grant when RFP is release (expected release: Feb. 2015)

- ☐ **Objective 5:** Evaluate school garden programs in NCSD.
  - Strategy 1: Develop survey tool to address effectiveness of school garden program in elementary school setting.

NEW VENTURE ADVISORS LLC

Helping communities & entrepreneurs build sustainable businesses

Consulting Proposal

February 8, 2015

Bould Development

Casper Food Hub Feasibility Study

Part 2: Business Analysis

CONFIDENTIAL

Presented by:

New Venture Advisors LLC
630 W Wrightwood 5W
Chicago, IL 60614

Kathy Nyquist, Principal
knyquist@newventureadvisors.net
(773) 245-3570 D-U-N-S No. 025060449

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1. INTRODUCTION

New Venture Advisors LLC (NVA) is pleased to provide a proposal to assist Bould Development in completing a feasibility study for a Food Hub in Casper, Wyoming. Our approach to feasibility studies has been extremely successful to date in ensuring the right stakeholders are engaged and invested throughout the decision-making process, developing a thorough assessment of the market and infrastructure, gathering the level of data needed to make effective go/no-go decisions, and delivering a comprehensive report that serves a strong foundation for subsequent business planning, fundraising and project launch.

A feasibility study has two distinct parts: a **Market Analysis** that analyzes supply and demand and leads to an operating model decision, and a **Business Analysis** which completes the capacity and financial modeling that leads to a go/no-go decision. The Market Analysis portion of the study, with the project name **Casper Community Food Assessment**, has been underway since the fall of 2014 and is nearing completion. The analysis provides evidence that producers and buyers are interested in doing business through a food hub, and that it can help producers access new markets and buyers access the locally-grown foods they seek. A variety of promising operating models are being explored, and the next step is to complete the Business Analysis to identify the most viable model(s). This proposal includes the work plan, timing and costs to complete the Business Analysis portion of the study.

About New Venture Advisors

Since 2009 New Venture Advisors has worked with clients in the public, private and social sectors to assess, design, launch and build up businesses in the local food and sustainable agriculture arena. In this short time, **7 food ventures have launched** across the nation and **many more are preparing to open their doors**. These ventures are poised for success in achieving their core mission of increasing the supply of regionally grown fresh produce and better connecting this with local demand. Blue Ridge Produce, which NVA has supported from idea inception through current operations, was recently recognized by the USDA as one of this nation's most promising food hub enterprises.

We have led approximately **40 food systems projects** across North America, including **25 food enterprise feasibility studies** and business planning projects. We work side-by-side with local nonprofits, coalitions and entrepreneurial teams through the entire process, providing business analysis and advising them on how to shape and lead their new ventures. Clients range from organizations in the social sector seeking to generate earned income through promising social enterprises to public agencies seeking to promote agricultural and economic development.

Our Approach

New Venture Advisors follows a multi-stage business planning process. Each phase further refines the business case and tests its viability before advancing. The specific scope of NVA projects varies based on the needs, resources and desired scope of our client team. For some, NVA focuses only on a single step in this process; for others, NVA works from idea to venture launch to ongoing business support.

Our work for the Casper Food Hub Feasibility Study focuses on the third stage, **Feasibility Assessment**, which has the two components mentioned above. Upon a "go" determination, NVA can provide a proposal to help Bould Development complete the business plan and prepare for launch.

Community Organization

Great change can begin with a few individuals at work in their communities to plan and galvanize support for food systems development. We assist at this earliest stage by helping individuals and small groups form effective coalitions, conduct outreach to the broader community, build strategies and action plans for economic development and approach granting agencies for funding.

Opportunity Identification and Feasibility Assessment

We help form the business case through an initial environmental assessment, which includes meetings with all stakeholders and potential project partners to shape the focus of the feasibility study and determine potential food hub models for consideration. If this initial assessment is positive, we then conduct an extensive feasibility study to further shape the business concept and test its viability. This includes focus groups and surveying of all relevant players across the local food supply chain, assessment of local infrastructure for storage and distribution, and an evaluation of potential operator models and ownership structures.

In a for-profit context, the viability of the feasibility study is based on financial models that analyze the potential for the business to earn a satisfactory profit for owners and investors based on a set of reasonable assumptions. In a nonprofit context, the viability is defined by the client team, and might include: projected increase of local produce supply in the market, conversion of commodity crop acreage to specialty crop acreage, likely improvement in local health indicators as a result of increased access to fresh produce, potential for positive rural and urban economic impact, and the ability for the venture to be financially self-sustaining in the long-term. The specific assumptions behind these factors are derived from rigorous research, often making use of available data from analogous operations.

Business Planning and Fundraising

Once the business case has been validated through feasibility analysis, we help teams develop a formal business plan and prepare for fundraising. The business plan adds further rigor to the feasibility assessment assumptions and business model, including complete operations, marketing and financial plans. It identifies the funding needed from investors and lenders and projects the level and timing of investor returns.

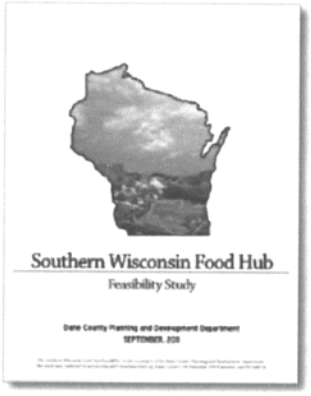
Launch and Growth Strategy

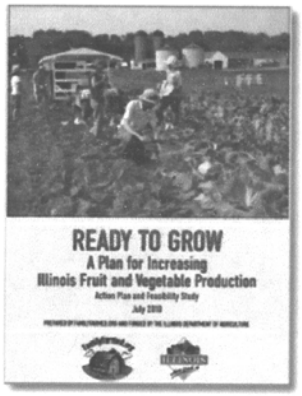
We help startups stabilize and later-stage companies grow through sales and marketing strategy, financial management and operations assessment. We are joined by deeply experienced operators who have successfully grown small-scale food businesses in competitive markets.

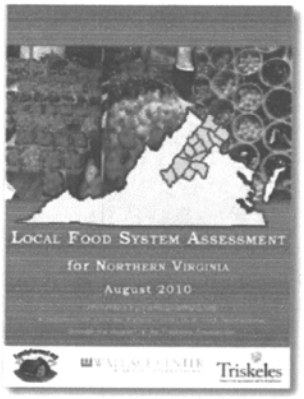
2. EXPERIENCE

New Venture Advisors has led food system projects across the value chain from farms to produce, meat and dairy aggregation and processing centers, artisanal food manufacturers and grocery and foodservice outlets. Among the seven enterprises which have opened their doors since 2011 are the Wisconsin Food Hub Cooperative in Madison and Blue Ridge Produce in Virginia, a wholesale food hub where producers, aggregators and ultimately processors are co-located to serve the Washington, DC market.

The USDA AMS and Wallace Center promote our published works including *Building Successful Food Hubs* as a key business planning guide, and *Southern Wisconsin Food Hub Feasibility Study* as an exemplar of feasibility analysis. NVA is project leader, principal investigator and author of this work. Click on these images to **download** a copy of the report.







Notable Case Studies

New Venture Advisors has deep industry knowledge encompassing local food systems, entrepreneurial finance and food hub operations. NVA has studied the local food systems space from macro trends to the market factors that make specific regions ripe for development. The team is also well-schooled in the modeling techniques of venture capital and the managerial finance disciplines of ongoing operations. Finally, the team has a track record of success in engaging a diverse set of cross-sector and multi-industry stakeholders to assess the local food landscape, develop optimal food venture business models, and effectively launch these ventures with strong regional support. The following case studies are just two representative examples of New Venture Advisors' work.

Wisconsin Food Hub Cooperative (WFHC)

New Venture Advisors has extensive experience working with county and state coalitions to research and develop regional food hubs that improve local food supply and economic development. In 2010, NVA was commissioned by Dane County, WI to lead a food hub feasibility study. NVA worked closely with the County, Extension and FamilyFarmed.org on all phases of the study: stakeholder interviews, producer and buyer focus groups, producer and buyer surveys, infrastructure assessment, owner / operator selection and financial analysis. The feasibility study identified three core functions for the launch of a successful Dane County food hub: packing, marketing and distribution of Wisconsin grown products in Wisconsin and surrounding states. With startup funding from the Wisconsin Farmers Union and a 2013 award of a USDA Value-Added Producer grant, the WFHC officially made its first sale in July 2013. The farmer- and grower-led cooperative is owned by farmers, the local community, and the Wisconsin Farmers Union. The WFHC projects up to $3 million in sales for its first year, and anticipates annual revenue of $20M at full capacity. At capacity the facility is expected to directly and indirectly create over 400 jobs and inject an additional $60 million into the local economy.

Blue Ridge Produce

New Venture Advisors was first brought on to conduct a feasibility study for Blue Ridge Produce in rural Virginia. In late summer 2010, the team completed a comprehensive food systems assessment which identified a multi-million dollar opportunity to deliver local produce to Washington, DC customers. Blue Ridge then commissioned New Venture Advisors to develop a comprehensive business plan, including a business strategy and accompanying financial forecasts that would generate appealing returns to investors. NVA developed an 80-page financial model to test and validate the business case and compiled the findings in a 38-page business plan.

On the strength of this plan and accompanying investor materials, the entrepreneurs successfully raised over $1 million in social venture capital and debt to secure a facility on a 33-acre property. The business was launched in May 2011 and is doubling sales annually. Kathy Nyquist sits on the Advisory Board and has an inside view of the operation in its startup phase.

List of Relevant Projects

New Venture Advisors has led or is leading approximately 40 food system projects across the value chain from farms to produce, meat and dairy aggregation and processing centers, artisanal food manufacturers and a foodservice company. We have a highly skilled and committed team of consultants who provide the level of accessibility and partnership these complex projects require.

Project	Location	Date	Description
Casper Community Food Assessment	Casper, WY	Active	Market study for a food system serving season extension and livestock farmers
New London Food Hub	Gales Ferry, CT	Active	Feasibility study for the United Way of Southeastern CT
Kane County Food Hub	Geneva, IL	Active	Market study for a produce distribution hub in exurban Chicago
Amagansett Food Institute Food Hub	Southampton, NY	Active	Market study for an aggregation business serving farmers in East End of Long Island
International Rescue Committee New Roots Food Hub	San Diego, CA	Active	Business plan for expansion of a food hub serving refugee farmers
Headwater Food Hub	Ontario, NY	Active	Feasibility study for the expansion of a food hub into new lines of business
Angelic Organics Learning Center Roots & Wings Food Hub	Rockford, IL	Active	Food hub and farm serving low income residents in urban housing developments
Field & Fork Food Hub	Buffalo, NY	Active	Feasibility study and business plan for a food hub serving Western New York
Fresh Access Food Hub	St. Petersburg, FL	Active	Market study for the expansion of a community farmers market into a food hub
Freestate Farms Greenhouse	Hume, VA	Active	Business plan for an integrated anaerobic digester/ commercial greenhouse operation
West Virginia University Meat Processing Enterprise Planning	Morgantown, WV	Active	State-wide assessment of meat processing capacity
FairAcre Traders	New England	Active	Incubated business which coordinates sales and support services for food hub network
Rural Grocery Store Initiative	Hiawatha, KS	Active	Baseline feasibility analysis for adapting rural grocery stores into food hubs
Greater Vancouver Food Bank Society	Vancouver, BC	Active	Business advisory assisting team in launching a mobile fresh market
Greater Kansas City Food Hub	Kansas City, KS	2014	Opportunity identification and feasibility study for a network model food hub
Eastern Shore Food Hub	Easton, MD	2014	Business plan for integrated farm and food hub aggregating from regional producers
HOPE Collaborative Food Hub	Oakland, CA	2014	Feasibility study and business plan for food hub incubated within existing distributor
South Madison Farmer's Market Food Enterprise	Madison, WI	2014	Business plan for a retail grocery and café extension of an outdoor farmers market
SustainFloyd Dairy and Value-Added Processing Center	Floyd, VA	2013	Business plan for an artisanal dairy and value-added food processing center

Project	Location	Date	Description
McConnell Foundation Value Chain Network Training Program	Montreal, QC	2013	Business planning and operations training for food enterprise grant recipients
Fresh Takes Kitchen	Denver, CO	2013	Incubated a healthy meal delivery service accessible to lower-income consumers
Building Successful Food Hubs in Illinois	Springfield, IL	2012	Business planning guide for local food aggregation and processing centers
FarmedHere Salad Dressing	Chicago, IL	2012	Business case for an indoor vertical farm to expand its salad dressing line
Southern Wisconsin Food Hub	Madison, WI	2011	Feasibility study which led to the launch of Wisconsin Food Hub Cooperative
Neumann Family Services Processing Kitchen	Chicago, IL	2011	Feasibility study for food processing center serving adults with disabilities
Tazewell Country Resource Center Processing Kitchen	Tremont, IL	2011	Feasibility study for small-batch processing center serving adults with disabilities
Quiver Creek Farm Food Hub	Topeka, IL	2011	Business plan for a farm-based fresh produce aggregation facility
Prairie Crossing Farm Business Development Center Planning	Grayslake, IL	2011	Capacity modeling for on-farm aggregation and processing center
Blue Ridge Produce	Elkwood, VA	2011	Business plan supporting a successful multi-million dollar fundraise for food hub launch
Food Systems Assessment for Northern Virginia	Washington, DC	2010	Regional food systems analysis which led to the launch of Blue Ridge Produce
Ready to Grow: A Plan for Increasing Fruit & Vegetable Production in Illinois	Springfield, IL	2010	Barrier assessment and action plan which led to launch of two farm-based food hubs
Wellspring Growers Vertical Farm	Chicago, IL	2009	Business plan for indoor hydroponic farm

3. KEY PERSONNEL

We are a network of business leaders and passionate social business architects. Our team and collaborators hail from the private and social sectors, combining top tier industry experience and social motivations to create sustainable businesses with impact. We draw from our experience in Fortune 100 food companies and training from the world's leading business schools to design, build and grow businesses for a new food economy.

Kathy Nyquist, Founder and Principal

Kathy will be responsible for all deliverables covered under this agreement. She will be actively engaged in the project, leading the strategy and overseeing all project deliverables.

In 2009, Kathy founded NVA to bring advanced business strategy, thought leadership and entrepreneurial momentum to the emerging sustainable food industry. Her work has led to numerous assessments, business launches, speaking engagements and publications focused on the rebuilding of local food systems. Kathy is chief strategist for the Good Food Business Accelerator, a national fellows program with mentoring and financing assistance for early stage food businesses. She serves on Advisory Boards for Blue Ridge Produce, an emerging private sector food hub model in Virginia, the Good Food Financing and Innovation Conference held annually in Chicago, and the Food Hub Management Program, an academic certificate offered by the University of Vermont for which she is also a lecturer.

Kathy has over 20 years of marketing and strategic leadership experience with Fortune 100 companies. She served on the integrated marketing leadership team for a $5 billion product portfolio at Kraft Foods. Kathy previously managed accounts at Leo Burnett and Young & Rubicam, then the nation's largest advertising agencies, developing national campaigns for Coca-Cola, Keebler, Frito-Lay and Miller Brewing.

A graduate with honors from the University of Chicago Booth School of Business, Kathy earned an MBA and the Dean's Award for Strategy for achieving the highest academic record in Strategic Management. She has also completed the financial modeling and valuation training required by Wall Street firms.

Saloni Doshi, Strategy Associate

Saloni has worked with NVA as a contractor since 2011. She will lead the project and act as the primary point of contact with the client team.

Saloni was most recently the co-founder and co-CEO of Fresh Takes Kitchen, a for-profit social venture making healthy eating accessible to lower-income individual and family customers through a meal delivery service marketed and distributed through partnering community organizations such as schools, churches and recreation centers. She previously worked as a Strategy and Operations Consultant for Oliver Wyman where she drove product optimization, procurement and staffing strategies for Fortune 100 companies.

Then, as Managing Director for Teach for America, Saloni developed cross-sector partnership-building strategies addressing the unique needs of under-resourced urban and rural communities.

Saloni graduated Magna Cum Laude from Princeton University with a B.S. in Operations Research and Financial Engineering and holds an M.B.A. from Northwestern University's Kellogg School of Management. She combines her keen interest in sustainable agriculture, local food systems and food access as a leader of and important contributor to NVA's studies and business plans.

Megan Bucknum, Food Systems Specialist

Megan is an environmental and food systems planner. With NVA, she was a contributing author to the planning guide *Building Successful Food Hubs*. She also provided on-the-ground support for the study *Food System Assessment for Northern Virginia* and the Blue Ridge Produce business plan.

Megan has held staff positions at some of the most innovative organizations supporting the Good Food Movement: Philly CowShare, The Food Trust, Fair Food Philadelphia and the Wallace Center at Winrock International. Megan was a contributing author of the book *Reclaiming Our Food: How the Grassroots Food Movement is Changing the Way We Eat*. She holds a Master of Urban and Environmental Planning degree from the University of Virginia and is an adjunct professor at Rowan University.

Patti Wu-Manchester, Financial Consultant

Patti is an independent contractor to NVA. She has built numerous financial models for NVA food hub projects, and will build the capacity and financial models for the project.

Patti has ten years of corporate finance experience at Abbott Laboratories, holding management positions in diverse finance functions including cost accounting, financial planning and analysis, reporting, treasury and licensing & acquisitions. She specializes in developing financial models for new businesses, valuation, and financial forecasting. Patti holds an MBA from Northwestern University's Kellogg School of Management where she completed six majors including Entrepreneurship and Finance. When she isn't working in corporate finance and building financial models for NVA, Patti applies her love of good food as founder and owner of custom cake and dessert caterer Carbivore LLC.

4. SCOPE OF WORK

Process and Working Groups

New Venture Advisors is based in Chicago with consultants in Denver, Philadelphia and Oakland. The large majority of activities such as project management, secondary research and writing will be done remotely, and we will be present with you in the field at key project milestones as noted in the timeline.

Project Leader	Jesse Miller of Bould Development, close collaborator with NVA and member of Project Team
NVA	New Venture Advisors – overall project leader
Core Team	Core group responsible for completing the work plan including Project Leader, NVA and any Local Partners who execute against specific tasks in the work plan
Steering Committee	Organizations and individuals identified by client who assist with decision-making throughout the project
Local Partners	Staff of Bould Development who perform on-the-ground tasks such as conducting interviews, convening meetings, exploring sites; have existing relationships with Stakeholder groups
Stakeholders	Two main groups and related organizations: 1. Agricultural Producers – specialty crop growers and ranchers 2. Wholesale Buyers – distributors, grocers, restaurants, institutions
Operator	The entity which ultimately runs the enterprise. Operators sometimes emerge through the outreach conducted in the course of the study. If not, then the Operator is ideally identified at the close of the feasibility study, before business planning commences.

Preliminary Work Plan

The work plan for Business Analysis begins at the completion of the Market Analysis. The last phase of the **Market Analysis** is repeated below for continuity. The next phase, **Business Planning**, is included for reference.

Scope of Work	Approach	Roles
	MARKET ANALYSIS (completed)	
Synthesis *Operating Model*	❑ Food hub operating model is recommended, based on findings from Demand, Infrastructure and Production analyses completed in Market Analysis ❑ Food hub operating model includes elements such as: brick and mortar vs virtual food hub, in-house or outsourced distribution, commission based or buy/sell model, level of technical assistance services provided, processing services provided, grading / sorting / packing included, umbrella brand developed, technology systems employed, etc.	❑ NVA conducts analysis and presents recommendations ❑ Steering Team agrees to operating model(s) ❑ If identified, Operator will have strong vote

Scope of Work	Approach	Roles
BUSINESS ANALYSIS		
Project Initiation *Review Market Analysis* *Refine Work Plan* *Assign Roles*	❑ Convene Steering Committee to review Market Analysis and discuss any change in market dynamics since its completion in February 2015 ❑ Reconfirm food hub operating model(s) recommended in Market Analysis ❑ Refine work plan if needed ❑ Engage Local Partners to form Project Team	❑ Steering Committee attends meeting ❑ NVA completes work plan ❑ Project Leader engages local team members
Recommendations for Scale and Scope *Configuration of Components* *Most Suitable* *Financially Viable*	❑ Data collected and the chosen operating model(s) will be the basis for custom models: 1. *Capacity model* to analyze facility specifications needed to handle volume at steady state, and 2. *Financial model* to assess profitability / viability and return on investment, and to test cash flow sensitivity based on input cost, volume and pricing variances	❑ NVA builds custom models
Facility Specs *Size/Building Criteria* *Equipment/Features*	❑ Specifications and building criteria for a facility, if recommended, will emerge from the study and modeling	❑ NVA recommends
Feasibility Study *Final report* *Economic impact* *Go/no-go decision*	❑ Final report summarizes all findings and contains recommendations for next steps as agreed to by Steering Committee	❑ NVA writes report ❑ Steering Committee (and Operator TBD) make go/no-go decision
Project Management *Meetings* *Travel*	❑ Weekly Core Team meetings, with Local Partners and/or Steering Committee engaged as needed ❑ 1 trip to region to present final report	❑ Project Leader convenes meetings, channels communication ❑ NVA manages timeline
BUSINESS PLANNING (not included)		
Operator Search *Owner* *Manager* *JV Partner*	❑ If Operator has not been identified, NVA recommends initiating an operator search before proceeding upon a "go" decision by Steering Team ❑ A formal RFI is issued, candidates screened, short list interviewed and MOU developed with finalist	❑ NVA leads search process with Steering Team subcommittee

Scope of Work	Approach	Roles
Business Plan *Executive Summary* *Company Overview* *Industry Analysis* *Market Analysis* *Marketing Plan* *Team* *Operations Plan* *Development Plan* *Financials*	❑ Upon a "go" decision and with an Operator in place, a business plan will be completed ❑ The business plan takes the assumptions in the feasibility study to the next level of precision, and includes complete operating, marketing and financing plans ❑ See "Elements of a Business Plan" below	❑ Operator casts vision for the business and leads development of plan ❑ NVA works closely with the Operator
Pro Forma *Sources & Uses* *Income Statement* *24 Month Cash Flow* *Key Ratios*	❑ Pro forma financial statements will include sources and uses of funds, financial projections (income statement with ending cash for 24 months and annually through breakeven) and key ratios	❑ NVA develops pro forma ❑ Operator gathers key input data from local sources

5. SCHEDULE OF DELIVERABLES

The timeline for the Business Analysis is approximately 2-3 months when completed as a separate scope of work from the Market Analysis, to allow time for contracting, ramp up and local team engagement. The following outlines key milestones for the proposed work plan. Proposed in-person visits are in **bold**.

Finalize proposal, identify local team, negotiate contracts ..... Week 1
Project kickoff meeting ..... Week 3
Revise work plan and finalize timeline ..... Week 4
Begin secondary research ..... Week 5
Modeling and Business Analysis completed ..... Week 8
Present preliminary recommendations to Core Team ..... Week 8
Refine recommendations and present to Steering Committee ..... Week 9
Go/no-go decision ..... Week 11
Final feasibility study completed..... Week 12

6. COST DETAIL

Our feasibility studies and business plans range in cost depending on a number of factors, and the most influential factor in this project is the nature and number of lines of business being analyzed, i.e. each aspect of the business that has a separate P&L. This could be by function (aggregation, processing), channel (wholesale, retail/CSA) and/or product line (meat, produce). **This proposal assumes up to two product lines will be analyzed** given the interest shown in both produce and meat in the Market Analysis.

Business Analysis

Modeling	$8,600
Secondary research	$4,300
Report development	$7,200
Facilitate go/no-go decision	$7,400
Total Fees	**$27,500**
Total Expenses – travel and report design	**$3,000**
TOTAL Business Analysis	**$30,500**

Terms

- Payment terms will comply with client funding requirements. Preferred schedule of payments is 50% upfront, 25% upon mid-phase deliverable and 25% upon completion.
- Work will be completed under a Professional Services Agreement with appropriate nondisclosure, indemnification and other provisions.
- NVA may assign other equally-qualified team members to the project.

7. ELEMENTS OF A BUSINESS PLAN AND PROFORMA

New Venture Advisors will work collaboratively with the entrepreneurial team to build on the findings from the feasibility study and create a comprehensive business plan. The plan will add further rigor to the current assumptions and business model, including complete operations, marketing and financial plans. It will identify the funding needed from investors and lenders.

The key audiences for the business plan are the management team and potential investors. The process of writing a business plan ensures the management team is in agreement about how the business will be established, operated and overseen. The business plan should signal to investors and lenders that the management team understands the business and can manage and grow it successfully.

Business Plan Section	Description
1. Executive Summary	**One-page summary of the business plan**
2. Company Description	**Concise overview of the business**
Introduction	Synopsis of the business model, location, founders
History	Relevant details about how the idea emerged, personal history of founders, etc.
Mission	The value the company seeks to create, including social mission
Products and Services	Description of services offered to growers and products offered to buyers
Current Status	Stage of development and major milestones achieved
Funding Sought	The amount of capital needed for startup
Corporate Structure and Ownership	Business entity, where registered, names and relationship of owners, any parent or subsidiary relationships
3. Industry Analysis	**Macro industry statistics (heavily cited from secondary sources)**
Industry Size, Growth Rate, Sales Projections	National industry statistics for products offered
Industry Structure	Description of national value chain, e.g. players, functions, relationships
Nature of Participants	Top players in value chain, concentration/fragmentation, buying power, sales
Key Success Factors	Basis of competition, e.g. price, service, supply, quality, location
Industry Trends	Five-year historical growth rate and projections, market research reports
Long-Term Prospects	Likely time horizon for trends, opportunity for enduring success
4. Market Analysis	**Local environment in which the food hub will compete**
Market Segmentation	Types of customers in the local market and the 1-2 segments on which the business will focus – segment by channel, size/volume, product preferences, etc.
Buyer Behavior	How the selected customer segment makes purchase decisions and conducts transactions
Competitor Analysis	Other local players who offer similar products and services, serve similar customers or could enter the market
Estimate of Annual Sales and Market Share	Total $ demand for products and services in the local trading area and the % share expected to be captured

Business Plan Section	Description
5. Marketing Plan	**Sales and marketing strategy**
Overall Marketing Strategy	How the company will generate awareness and build sales and distribution to achieve projections
Revenue Model and Pricing Strategy	How the company will make money (e.g. markup, commission, fee) and establish prices (e.g. based on terminal market, cost-plus)
Sales Process	How the company will conduct sales – e.g. direct, brokered – and the cycle time from initial contact to first order
6. Management Team and Company Structure	**Key personnel and why they are relevant to the business**
Management Team	Day-to-day leadership, functional role and past experience/record of success. Includes organization charts at startup and steady state, showing gaps in the team and when and how they will be filled
Board of Directors	Those with fiduciary oversight – not required for all business entities
Board of Advisors	Functional or technical experts committed to helping the company succeed
Other Professionals	Joint venture partners, attorneys, accountants, consultants who are key to the success of the company
7. Operations Plan	**How products and services will be delivered**
Operations Model and Procedures	How orders are fulfilled or services are provided including food safety and sanitation procedures
Business Location	Site description and advantages
Facilities and Equipment	Floor plan, workflow diagram, key pieces of equipment
Operations Strategy and Plans	How operations may change as the company grows
8. Product/Service Design and Development Plan	**Plans for finalizing product and service offering**
Development Status and Tasks	Description of steps completed and remaining including inspections and certifications
Challenges and Risks	Any factors that could change development plans and schedule, and strategies to mitigate risky outcomes
Costs	Any significant pre-opening expenses to develop the product or service (e.g. R&D, worker training, certifications)
Intellectual Property	Any proprietary technology or know-how that offers competitive advantage
9. Financial Projections	**5-10 year forecast of sales and cash flow that shows how much capital is needed through breakeven and when breakeven occurs**
Sources and Uses of Funds Statement	Amount and sources of funding needed through breakeven and categories of how it will be spent (e.g. PP&E, working capital, overhead, R&D)
Assumptions Sheet	Key inputs to financial model, their sources, and the basis for their relevance
Pro Forma Income Statements	Profit and loss statement from pre-opening through the later of steady state or 5-10 years

Business Plan Section	Description
Pro Forma Balance Sheets	Not always necessary; should mirror income statement if included (not included in this proposal)
Pro Forma Cash Flows	Cash from operations, investing and financing; include minimum 24 months monthly cash flows to facilitate cash management at startup (simplified statement of cash flows included in proposal)
Ratio Analysis	Key ratios mirroring income statement and cash flows, as applicable: sales % increase vs. prior year, occupancy/ utilization rate, gross margin, operating margin, debt ratio, current ratio

- In collaboration with Prevention Management Organization (PMO) and Wyoming Survey Analysis Center (WYSAC) we are developing a survey tool to assess effectiveness of school garden program in Natrona County.

- **Objective 6:** Expand school garden program to more schools within NCSD.
  - Strategy 1: Identify school interested in adopting a school garden program.
  - Strategy 2: Walk interested schools through School Garden implementation program.

CASPER COMMUNITY
GREENHOUSE PROJECT

Community Gardens

"Community gardens ranked high among the influence toward both access to healthy food and physical activity."

The Community Gardens Program's aim is to grow a thriving environment that promotes urban agriculture and provide a place to grow food for all community members. Integrating

strategic land use, planning, and development we look to change the urban landscape into an edible landscape. We aim to help vulnerable populations grow their own food and develop their health and social capacity by participating in a community environment.

CCGP Objectives

- **Objective 1:** Identify potential plots of land for community garden locations.
- **Objective 2:** Partner with community organizations interested in developing and maintaining community gardens in Casper.
- **Objective 3:** Assist organizations with search and application for community garden funding.
- **Objective 4:** Develop and establish community garden in Casper

Strategies

- **Objective 1:** Identify potential plots of land for community garden locations.
  - **Strategy 1:** Collaborate with City of Casper to identify potential community garden locations, with city-owned vacant lots.
- **Objective 2:** Partner with community organizations interested in developing and maintaining community gardens in Casper.
  - **Strategy 1:** Reach out to current community organizations to gauge interest in collaborating for community garden.
  - **Strategy 2:** Contact new collaborative organizations who can mutually benefit from the development of a community garden.
- **Objective 3:** Assist organizations with search and application for community garden funding.
  - **Strategy 1:** Apply for community garden grant ($3,500) from Wyoming Department of Agriculture.
- **Objective 4:** Develop and establish community garden in Casper.
  - **Strategy 1:** Use results from objective 1 to identify plot of land best situated for community garden and begin development.

CASPER COMMUNITY GREENHOUSE PROJECT

Community Food Assessment and Local Food Infrastructure

The purpose of the proposed project is to build an evidence-based foundation for local food system development, particularly a food hub, in Casper, Wyoming. The intent is to build a foundation of local food information by conducting a Community Food Assessment (CFA). A CFA is a way for a community to assess a broad range of food-related issues, identify its challenges and resources around food, and to use food as a tool for community development.

Goals

The goals of the study are to:

1. determine the food needs of the Casper community;
2. increase food-related sustainability and self-reliance; and
3. create an economic environment where diversified farming and processing of locally produced food is stimulated and encouraged.

Outcomes

Outcomes of the study include:

1. Identifying local buyers the food hub will serve and quantify their demand for local foods;
2. Quantifying current production of local foods grown within Wyoming;
3. Identifying existing aggregators, processors, distributors, wholesalers and retailers within Wyoming; and
4. Provide a highly researched resource for other Wyoming communities to further development their local food capacity.

The goals of the study are to determine the food needs of the Casper community; increase food-related sustainability and self-reliance; and create an economic environment where diversified farming and processing of locally produced food is stimulated and encouraged.

CASPER COMMUNITY
GREENHOUSE PROJECT

Budget

FY15

Yearly Expenses	Budget	CCGP	School Gardens Program	Community Gardens Program	LFPP Feasibility	Media Campaign
Staff salary and benefits						
Executive Director	$45,720.00	$45,720.00	$0.00	$0.00	$0.00	$0.00
School Garden Coordinator	$12,000.00	$0.00	$12,000.00	$0.00	$0.00	$0.00
Community Garden Coordinator	$12,000.00	$0.00	$0.00	$12,000.00	$0.00	$0.00
Grant Admin	$18,500.00	$0.00	$4,500.00	$0.00	$14,000.00	$0.00
Occupancy (rent and utilities)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Insurance	$300.00	$300.00	$0.00	$0.00	$0.00	$0.00
Legal, accounting	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Equipment	$1,350.00	$0.00	$600.00	$750.00	$0.00	$0.00
Supplies	$4,650.00	$650.00	$1,500.00	$2,500.00	$0.00	$0.00
Printing and copying	$2,050.00	$350.00	$0.00	$0.00	$1,200.00	$500.00
Telephone	$960.00	$960.00	$0.00	$0.00	$0.00	$0.00
Internet	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Travel and meetings	$4,900.00	$1,400.00	$0.00	$0.00	$3,000.00	$500.00
Marketing and advertising	$6,000.00	$0.00	$0.00	$0.00	$500.00	$5,500.00
Staff training/development	$1,650.00	$1,000.00	$250.00	$150.00	$250.00	$0.00
Contract services	$55,782.00	$0.00	$0.00	$0.00	$55,782.00	$0.00
Mail and PO Box	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Grants	$7,000.00	$0.00	$3,500.00	$3,500.00	$0.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
General administration ("X" %)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total cash expenses	**$173,022.00**	**$50,540.00**	**$22,350.00**	**$18,900.00**	**$74,732.00**	**$6,500.00**
Grants						
PMO		**$0.00**	**$3,000.00**	**$3,000.00**	**$2,000.00**	**$2,000.00**
USDA LFPP		**$0.00**	**$0.00**	**$0.00**	**$24,554.00**	**$0.00**
WY Dept of Ag		**$0.00**	**$3,500.00**	**$3,500.00**	**$0.00**	**$0.00**
Total grant revenue		**$0.00**	**$6,500.00**	**$6,500.00**	**$26,554.00**	**$2,000.00**
In-kind						
CAEDA		**$0.00**	**$0.00**	**$0.00**	**$600.00**	**$0.00**
WYSAC		**$0.00**	**$0.00**	**$0.00**	**$728.00**	**$0.00**
CCGP		**$0.00**	**$0.00**	**$0.00**	**$2,000.00**	**$0.00**
Best Western Hotel		**$0.00**	**$0.00**	**$0.00**	**$940.00**	**$0.00**
Bould Development		**$0.00**	**$0.00**	**$0.00**	**$2,500.00**	**$0.00**
Total in-kind revenue		**$0.00**	**$0.00**	**$0.00**	**$6,768.00**	**$0.00**
Total Funding Requested	**$124,700.00**	**$50,540.00**	**$15,850.00**	**$12,400.00**	**$41,410.00**	**$4,500.00**

FY16

Yearly Expenses	Budget	CCGP	School Gardens Program	Community Gardens Program	LFPP Implementation	Media Campaign
Staff salary and benefits						
Executive Director	$45,720.00	$45,720.00	$0.00	$0.00	$0.00	$0.00
School Garden Coordinator	$12,000.00	$0.00	$12,000.00	$0.00	$0.00	$0.00
Community Garden Coordinator	$12,000.00	$0.00	$0.00	$12,000.00	$0.00	$0.00
Grant Admin	$13,500.00	$0.00	$4,500.00	$0.00	$9,000.00	$0.00
Occupancy (rent and utilities)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Insurance	$300.00	$300.00	$0.00	$0.00	$0.00	$0.00
Legal, accounting	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Equipment	$1,350.00	$0.00	$600.00	$750.00	$0.00	$0.00
Supplies	$4,650.00	$650.00	$1,500.00	$2,500.00	$0.00	$0.00
Printing and copying	$1,350.00	$350.00	$0.00	$0.00	$500.00	$500.00
Telephone	$960.00	$960.00	$0.00	$0.00	$0.00	$0.00
Internet	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Travel and meetings	$2,900.00	$1,400.00	$0.00	$0.00	$1,000.00	$500.00
Marketing and advertising	$6,000.00	$0.00	$0.00	$0.00	$500.00	$5,500.00
Staff training/development	$1,650.00	$1,000.00	$250.00	$150.00	$250.00	$0.00
Contract services	$150,000.00	$0.00	$0.00	$0.00	$150,000.00	$0.00
Mail and PO Box	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Other	$7,000.00	$0.00	$3,500.00	$3,500.00	$0.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
General administration ("X" %)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total cash expenses	**$259,540.00**	**$50,540.00**	**$52,350.00**	**$18,900.00**	**$131,250.00**	**$6,500.00**
Grants						
PMO		$0.00	$3,000.00	$3,000.00	$0.00	$2,000.00
WY Dept of Ag		$0.00	$3,500.00	$3,500.00	$0.00	$0.00
*USDA LFPP - Implementation		$0.00	$0.00	$0.00	$100,000.00	$0.00
**USDA Farm-to-School - Planning		$0.00	$30,000.00	$0.00	$0.00	$0.00
Total grant revenue		**$0.00**	**$36,500.00**	**$6,500.00**	**$100,000.00**	**$2,000.00**
In-kind						
List item		$0.00	$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00	$0.00
Total in-kind revenue		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total Funding Requested	**$114,540.00**	**$50,540.00**	**$15,850.00**	**$12,400.00**	**$31,250.00**	**$4,500.00**

*USDA LFPP - Implementation: This is an expect grant. CCGP will apply for this grant for FY16. The Grant is up to $100,000 with 25% matching funds.
**USDA Farm-to-School - Planning: CCGP will apply for this grant for FY16. This grant is up to $45,000 with 25% matching funds.

FY17

CASPER COMMUNITY GREENHOUSE PROJECT

Yearly Expenses	Budget	CCGP	School Gardens Program	Community Gardens Program	LFPP Implementation	Media Campaign
Staff salary and benefits						
Executive Director	$45,720.00	$45,720.00	$0.00	$0.00	$0.00	$0.00
School Garden Coordinator	$12,000.00	$0.00	$12,000.00	$0.00	$0.00	$0.00
Community Garden Coordinator	$12,000.00	$0.00	$0.00	$12,000.00	$0.00	$0.00
Grant Admin	$13,500.00	$0.00	$4,500.00	$0.00	$9,000.00	$0.00
Occupancy (rent and utilities)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Insurance	$300.00	$300.00	$0.00	$0.00	$0.00	$0.00
Legal, accounting	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Equipment	$1,350.00	$0.00	$600.00	$750.00	$0.00	$0.00
Supplies	$4,650.00	$650.00	$1,500.00	$2,500.00	$0.00	$0.00
Printing and copying	$1,350.00	$350.00	$0.00	$0.00	$500.00	$500.00
Telephone	$960.00	$960.00	$0.00	$0.00	$0.00	$0.00
Internet	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Travel and meetings	$2,900.00	$1,400.00	$0.00	$0.00	$1,000.00	$500.00
Marketing and advertising	$6,000.00	$0.00	$0.00	$0.00	$500.00	$5,500.00
Staff training/development	$1,650.00	$1,000.00	$250.00	$150.00	$250.00	$0.00
Contract services	$100,000.00	$0.00	$100,000.00	$0.00	$0.00	$0.00
Mail and PO Box	$80.00	$80.00	$0.00	$0.00	$0.00	$0.00
Other	$7,000.00	$0.00	$3,500.00	$3,500.00	$0.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
General administration ("X" %)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total cash expenses	**$209,540.00**	**$50,540.00**	**$122,350.00**	**$18,900.00**	**$11,250.00**	**$6,500.00**
Grants						
PMO		$0.00	$3,000.00	$3,000.00	$0.00	$2,000.00
WY Dept of Ag		$0.00	$3,500.00	$3,500.00	$0.00	$0.00
*USDA LFPP - Implementation		$0.00	$0.00	$0.00	$0.00	$0.00
**USDA Farm-to-School - Planning		$0.00	$100,000.00	$0.00	$0.00	$0.00
Total grant revenue		**$0.00**	**$106,500.00**	**$6,500.00**	**$0.00**	**$2,000.00**
In-kind						
List item		$0.00	$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00	$0.00
Total in-kind revenue		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total Funding Requested	**$94,540.00**	**$50,540.00**	**$15,850.00**	**$12,400.00**	**$11,250.00**	**$4,500.00**

*USDA LFPP - Implementation: This is an expect grant. CCGP will continue this grant for FY17. The Grant is up to $100,000 with 25% matching funds.
**USDA Farm-to-School - Implementation: CCGP will apply for this grant for FY17. This grant is up to $100,000 with 25% matching funds. This grant period is 2 years.

FY18

Yearly Expenses	Budget	CCGP	School Gardens Program	Community Gardens Program	Media Campaign
Staff salary and benefits					
Executive Director	$45,720.00	$45,720.00	$0.00	$0.00	$0.00
School Garden Coordinator	$12,000.00	$0.00	$12,000.00	$0.00	$0.00
Community Garden Coordinator	$12,000.00	$0.00	$0.00	$12,000.00	$0.00
Grant Admin	$4,500.00	$0.00	$4,500.00	$0.00	$0.00
Occupancy (rent and utilities)	$0.00	$0.00	$0.00	$0.00	$0.00
Insurance	$300.00	$300.00	$0.00	$0.00	$0.00
Legal, accounting	$80.00	$80.00	$0.00	$0.00	$0.00
Equipment	$1,350.00	$0.00	$600.00	$750.00	$0.00
Supplies	$4,650.00	$650.00	$1,500.00	$2,500.00	$0.00
Printing and copying	$850.00	$350.00	$0.00	$0.00	$500.00
Telephone	$960.00	$960.00	$0.00	$0.00	$0.00
Internet	$0.00	$0.00	$0.00	$0.00	$0.00
Travel and meetings	$1,900.00	$1,400.00	$0.00	$0.00	$500.00
Marketing and advertising	$5,500.00	$0.00	$0.00	$0.00	$5,500.00
Staff training/development	$1,400.00	$1,000.00	$250.00	$150.00	$0.00
Contract services	$0.00	$0.00	$0.00	$0.00	$0.00
Mail and PO Box	$80.00	$80.00	$0.00	$0.00	$0.00
Other	$7,000.00	$0.00	$3,500.00	$3,500.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00	$0.00
General administration ("X" %)	$0.00	$0.00	$0.00	$0.00	$0.00
Total cash expenses	**$98,290.00**	**$50,540.00**	**$22,350.00**	**$18,900.00**	**$6,500.00**
Grants					
PMO		$0.00	$3,000.00	$3,000.00	$2,000.00
WY Dept of Ag		$0.00	$3,500.00	$3,500.00	$0.00
**USDA Farm-to-School - Planning		$0.00	$0.00	$0.00	$0.00
Total grant revenue		**$0.00**	**$6,500.00**	**$6,500.00**	**$2,000.00**
In-kind					
List item		$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00
List item		$0.00	$0.00	$0.00	$0.00
Total in-kind revenue		**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total Funding Requested	**$83,290.00**	**$50,540.00**	**$15,850.00**	**$12,400.00**	**$4,500.00**

**USDA Farm-to-School - Implementation: CCGP will continue this grant for FY18. This grant period is 2 years.

CASPER COMMUNITY GREENHOUSE PROJECT

Natrona County

Chronic Disease Strategic Plan

Fiscal Year 2014-2015

Early Childhood and School-Aged Children

1. **Physical Activity**
   a. Goal:
      i. Increase physical activity rates among youth
      ii. Increase physical activity opportunities for youth
2. **Nutrition**
   a. Goal:
      i. Improve access to fresh produce and healthy meals
      ii. Improve food standards in various youth-serving organizations

Data Summary

1. Physical Activity Report
   - Natrona County School District has a solid wellness policy in place covering the recommended physical activity levels. **Enforcement is an issue.**
   - **43.7%** of students do not participate in high school P.E. (2011)
   - **37.3%** of students do not participate in school/community sports teams (2011)
   - Some pockets of the youth population lack exposure to certain physical activity opportunities like yoga, tennis, volleyball etc.
   - Only **27.16%** of students live within 1 mile radius of the school they attend. School of choice has affected students' ability to walk or bike to school.
   - **12%** of Wyoming youth are overweight and **11.1%** are obese

2. Nutrition Report
   - Fast food restaurant density = **.83 per 1,000 population** and growing
   - Grocery store density= **.13 per 1,000 population**
   - Fast food restaurants made up **49%** of all restaurants in the county. This has increased substantially within the last two years with several new restaurants having opened (2010)
   - Natrona County School District has a solid wellness policy in place covering nutrition including food served as snacks through vending machines, the student store, fundraising etc. **Enforcement is an issue.**
   - NCSD does not have a before or after school meal program
   - Food standards and practices among daycares and preschools are **inconsistent** even though they follow the USDA guidelines. Children are exposed to **different nutritional practices** in each setting.
   - **12%** of Wyoming youth are overweight and **11.1%** are obese

PHYSICAL ACTIVITY

Goal: ***Increase physical activity rates among youth***

Strategies:

1) Educate daycare providers, licensing body, principals, teachers, etc. (EC and SC)*
   - Benefits of physical activity in general and physical activity breaks throughout the day
   - Best Practice Guidelines for Physical Activity at Child Care
2) Mandatory Training (EC)
   - Work with local daycare licensing authority on implementing mandatory continuing education in classes that teach about the benefits of incorporating physical activity.
   - Work with Casper College and other licensed providers to develop a quality training to meet the needs of this course.
3) Encourage physical activity throughout day
   - Provide Fit-N-Flash cards as a possible learning and physical activity opportunity to daycares, early education facilities and schools. Instruction provided by the developer Katrina Lorenzen (EC and SC).
   - Provide ideas on other physical activities teachers and staff could incorporate into their classroom or daycare
   - Work with a few elementary schools as a pilot project to study the positive effects of incorporating more physical activity throughout the day.
4) Look at starting a yearly physical activity challenge among all elementary schools
   - Before and after school activities
   - Community engagement

Goal: ***Increase physical activity opportunities for youth***

Strategies:

1) Encourage physical activity throughout the day (EC and SC)
   - Provide Fit-N-Flash cards as a possible learning and physical activity opportunity to daycares, early education facilities and schools. Instruction provided by the developer Katrina Lorenzen.
   - Provide ideas on other physical activities to incorporate into the classroom or daycare
   - Work with a few elementary schools as a pilot project to study the positive effects of incorporating more physical activity throughout the day.
2) Look at starting a yearly physical activity challenge among all elementary schools
   - Before and after school activities
   - Community engagement
3) Yearlong physical activity opportunities open to the community
   - CINCH will work on creating awareness and bringing about opportunities for all residents in the community to participate in more physical activity opportunities. The activities will vary for each age group.

*EC- Early Childhood; SC- School-aged Children

NUTRITION

Goal: ***Improve Access to Fresh Produce and Healthy Meals***

Strategies:

1) Education
   - Educating daycares and preschools on the benefits of providing healthier foods
   - Teaching daycares and preschools about starting a garden
2) School Salad Bar Grant
   - Work with NCSD food purchasing manager to apply for school salad bar grant
3) School Gardens
   - Increase school gardens from 1 to 5 over the next 5 years (Potential pilot sites: Woods, Evansville, Cottonwood, and Willard Elementary Schools)

Goal: ***Improve food standards in various youth-serving organizations***

Strategies:

1) Educate
   - Daycare licensing group and daycares about the benefits of improving foods served and how to provide nutritious foods on a budget. (EC)
2) Policy Change in Daycare Settings
   - Work with daycare licensing group to create a consistent nutritious food menu, more clearly defining the USDA recommendations and guidelines. (EC)
   - Ensure consistent enforcement in all provider facilities. (EC)
3) Vending Machine Policies (EC and SC)
   - Work with local YMCA and Casper Recreation Center to create a vending machine policy to ensure healthier products are sold in the vending machines
4) Natrona County School District Wellness Policy (SC)
   - Work with NCSD food purchasing manager on developing a plan within each school to ensure the policy is being enforced. Assign a point of contact within each school as the person in charge of overseeing policy enforcement.

Adults & Seniors

1. **Nutrition**
   a. Goal:
      i. Increase fruit and vegetable consumption
      ii. Improve access to fresh produce and healthy meals
2. **Physical Activity**
   a. Goal:
      i. Increase physical activity rates among adults
      ii. Increase physical activity opportunities for adults

Data Summary

1. Nutrition Report
   - **80.6%** of adults reported not meeting daily fruit and vegetable consumption recommendations
   - Fast food restaurant density = **.83 per 1,000 population** and growing
   - Grocery store density = **.13 per 1,000 population.**
   - As of 2010, fast food restaurants make up **49%** of all restaurants in the county. This has increased substantially within the last two years with several new restaurants having opened.
   - Farmers Market Density= **0.04 markets per 1,000 population**
   - **13%** of Natrona County's population has limited access to healthy foods we are ranked among the worst in Wyoming (18-23)
   - **63.3%** of Natrona County adults are overweight or obese
   - **26.8%** of Natrona County adults are obese
   - **28.8%** of Natrona County adults have high cholesterol

2. Physical Activity Report
   - **47.6%** of Natrona County adults reported not meeting physical activity recommendations
   - **63.3%** of Natrona County adults are overweight or obese
   - **26.8%** of Natrona County adults are obese
   - **28.8%** have high cholesterol
   - **28.0%** have high blood pressure
   - **1.4%** of workers walk to work

NUTRITION

Goal: ***Increase fruit and vegetable consumption***

Strategies:

1) Develop food policy council (in collaboration with the Community Greenhouse Project)
2) Community Gardens
   - Increase local community gardens from 2 to 5 within the next 3 years
3) Website
   - Develop a community website highlighting both nutrition and physical activity opportunities within the community.
4) Develop a healthy eating media campaign
   - Targeting adults 18+
   - Providing simple, basic nutrition guidelines and creating awareness about bountiful baskets, the farmer's market, Cent$ible Nutrition, and community gardens.

Goal: ***Improve access to fresh produce and healthy meals***

Strategies:

1) Develop food policy council (in collaboration with the Community Greenhouse Project)
2) Conduct local food feasibility study in partnership with the Community Greenhouse Project
3) Increase local community gardens from 2 to 5 within the next 3 years
4) Ensure EBT systems are available at farmer's markets
   - Create awareness about this payment option
5) Transportation
   - Work with the local city of Casper to coordinate the city bus and farmer's market schedule.

PHYSICAL ACTIVITY

Goal: ***Increase physical activity rates among adults***

Strategies:

1) Expand CINCH Summer Community Walks
   - Continue annual 7-week community walk
   - Recruit participants to take part in a 7-week study (keeping track of blood pressure each week and physical activity levels)
2) Yearly community physical activity opportunities
   - Highlight various physical activity opportunities throughout each season that anyone of all ages and skill levels can participate in (biking, tennis, swimming, hiking, snowshoeing, cross-country skiing, etc)
   - Passport to Health
   - Media Campaign
3) Website
   - Develop a community website highlighting both nutrition and physical activity opportunities within the community.
4) Play for Prevention (Seniors)
   - Partner with Mountain Pacific Quality Health and the Casper Recreation Center to continue the 12-week Play for Prevention program for seniors.

Goal: ***Increase physical activity opportunities and awareness for adults***

Strategies:

1) Expand CINCH Summer Community Walks
   - Continue annual 7-week community walk
   - Recruit participants to take part in a 7-week study (keeping track of blood pressure each week and physical activity levels)
2) Yearly community physical activity opportunities
   - Highlight various physical activity opportunities throughout each season that anyone of all ages and skill levels can participate in (biking, tennis, swimming, hiking, snowshoeing, cross-country skiing, etc.)
   - Passport to Health
   - Media Campaign
5) Website
   - Develop a community website highlighting both nutrition and physical activity opportunities within the community.
6) Play for Prevention (Seniors)
   - Partner with Mountain Pacific Quality Health and the Casper Recreation Center to continue the 12-week Play for Prevention program for seniors.

All Ages

1. **Nutrition**
   a. Goal:
      i. Improve access to fresh produce and healthy meals
      ii. Community education on proper nutrition and where to access to healthy produce.
2. **Physical Activity**
   a. Goal:
      i. Increase physical activity rates among all ages
      ii. Increase physical activity opportunities for all ages.

DATA SUMMARY

1. Nutrition Report:
   - **80.6%** of adults reported not meeting daily fruit and vegetable consumption recommendations
   - Fast food restaurant density = **.83 per 1,000 population** and growing
   - Grocery store density= **.13 per 1,000 population.**
   - Fast food restaurants make up **49%** of all restaurants in the county (2010). This has increased substantially within the last two years with several new restaurants having opened.
   - Farmers Market Density= **0.04 markets per 1,000 population**
   - Some locations within Natrona County are considered food deserts for example Midwest/Edgerton, North Casper, and Alcova
   - **0.6 stores per 1,000 population** are SNAP certified stores
   - Gap in community with regard to education on basic nutrition. Cent$ible Nutrition can only educate so many organizations. Throughout interviews and data collection it became apparent that lack of nutrition education is an issue within our community.
   - **13%** of Natrona County's population has limited access to healthy foods we are ranked among the worst in Wyoming (18-23)
   - **63.3%** of Natrona County adults are overweight or obese
   - **26.8%** of Natrona County adults are obese
   - **28.8%** have high cholesterol

2. Physical Activity Report
   - **47.6%** of adults reported not meeting physical activity recommendations
   - **12%** of youth are overweight
   - **11.1%** of youth are obese
   - **63.3%** of adults are overweight or obese
   - **26.8%** of adults are obese
   - **28.8%** have high cholesterol

- **28.0%** have high blood pressure
- **1.4%** of workers walk to work
- **43.7%** of students do not participate in high school P.E. (2011)
- **37.3%** of students do not participate in school/community sports teams (2011)
- Only **35.6%** of workplaces in Natrona County promote the use of stairs.

Strategic Plan: FY 2014-2015

NUTRITION

Goal: ***Increase fruit and vegetable consumption***

Strategies:

1) Develop food policy council (in collaboration with the Community Greenhouse Project)
2) Community Gardens
   - Increase local community gardens from 2 to 5 within the next 3 years
3) Website
4) Develop a community website highlighting both nutrition and physical activity opportunities within the community.
5) Develop a healthy eating media campaign
   - Targeting adults 18+
   - Providing simple, basic nutrition guidelines and creating awareness about bountiful baskets, the farmer's market, Cent$ible Nutrition, and community gardens.

Goal: ***Improve access to fresh produce and healthy meals***

Strategies:

1) Develop food policy council (in collaboration with the Community Greenhouse Project)
2) Conduct local food feasibility study in partnership with the Community Greenhouse Project (Find funding first)
3) Increase local community gardens from 2 to 5 within the next 3 years
4) Ensure EBT systems are available at farmer's markets
   - Create awareness about this payment option
5) Transportation
   - Work with the local city of Casper to coordinate the city bus and farmer's market schedule.

Strategic Plan: FY 2014-2015

PHYSICAL ACTIVITY

Goal: ***Increase physical activity rates among adults***

Strategies:

1) Expand CINCH Summer Community Walks
   - Continue annual 7-week community walk
   - Recruit participants to take part in a 7-week study (keeping track of blood pressure each week and physical activity levels)
2) Yearly community physical activity opportunities
   - Highlight various physical activity opportunities throughout each season that anyone of all ages and skill levels can participate in (biking, tennis, swimming, hiking, snowshoeing, cross-country skiing, etc.)
   - Passport to Health
   - Media Campaign
3) Website
   - Develop a community website highlighting both nutrition and physical activity opportunities within the community.
4) Play for Prevention (Seniors)
   - Partner with Mountain Pacific Quality Health and the Casper Recreation Center to continue the 12-week Play for Prevention program for seniors.

Goal: ***Increase physical activity opportunities and awareness for adults***

Strategies:

1) Expand CINCH Summer Community Walks
   - Continue annual 7-week community walk
   - Recruit participants to take part in a 7-week study (keeping track of blood pressure each week and physical activity levels)
2) Yearly community physical activity opportunities
   - Highlight various physical activity opportunities throughout each season that anyone of all ages and skill levels can participate in (biking, tennis, swimming, hiking, snowshoeing, cross-country skiing, etc)
   - Passport to Health
   - Media Campaign
3) Website
   - Develop a community website highlighting both nutrition and physical activity opportunities within the community.
4) Play for Prevention (Seniors)
   - Partner with Mountain Pacific Quality Health and the Casper Recreation Center to continue the 12-week Play for Prevention program for seniors.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date January 28, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 1,000,000.00

PROJECT DESCRIPTION

Project Name: Life Steps Campus Revitalization Project

Name and Address of Sponsoring Organization/Agency: Casper Housing Authority

145 N. Durbin, Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Kim Summerall-Wright, Executive Director, 145 N. Durbin Street, Casper, WY 82601,

kswright@chaoffice.org, 307.266.1388 x17

Joe Dedic, Director of Asset Management, 145 N. Durbin Street, Casper, WY 82601

jdedic@chaoffice.org, 307.266.1388 x28

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

See Attachment A

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Housing Authority of the City of Casper, Casper Housing Authority, is a public entity, created by the City of Casper on February 1, 1974 to provide safe affordable housing to people of low-income status within the City of Casper. The Life Steps Campus is owned by the City of Casper and managed by the Housing Authority of the City of Casper.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The focus of the additional housing units to be added back to the Life Steps Campus will focus on the Teen Homeless, Chronically Homeless and Homeless Veteran Populations. The Veterans will be supported through a partnership with the Sheridan VA and Casper's only Permanent Supportive Housing Program, currently managed by the Casper Housing Authority.

According to the 2013 Point in Time Count, the Regional Continuum of Care, in Casper, reports that there are nearly 300 identified homeless in the Casper Area. According to the National Alliance to End Homelessness, there is still much concern for Wyoming Veterans as 17% of Wyoming's Veterans are homeless, with nearly 60% of those being unsheltered.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

There are no other targeted funding sources for this project. The property is owned by the City of Casper and this request is for deferred maintenance and revitalization to the City's property.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project will be completed in one phase, as the need for housing, specifically for the Chronically Homeless and Homeless Veterans is so great. Their inability to lease up from a general landlord with no income, deposit, utility deposits and/or the challenges faced by this population, make this issue a crisis for the City of Casper. This project may need future Optional Sales Tax funding for the remaining

buildings as they continue to age but it is not anticipated at this time.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project falls within two of the Priorities identified by the citizen survey, Human Services and Public Building Repairs as the Life Steps Campus is owned by the City of Casper. While many have worked diligently, both as property managers and City employees, to make the Campus a viable property, the property has not had the cash flow for major revitalization. With the Campus partially used, due to deterioration, and with little housing, the Campus has struggled, financially. Once the Campus is fully updated and put back into service, the Campus and the new programs will be sustainable.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Life Steps Campus Revitalization Project_____

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$ 567,577.00	$ 213,773.00	$ 218,650.00	$
Grants:				
Private	$	$	$	$
Federal	$	$	$	$
State	$	$	$	$
*Donations (cash)	$	$	$	$
*Donations (in-kind)	$	$	$	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$ 566,095.00**	**$ 215,255.00**	**$ 218,650.00**	**$_____**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

$ 915,482.00 Garvin Westhoff from WW Construction and Casper Housing Authority Board of Commissioners toured the facility and gave the estimate of $50.00 per square foot for remodel.

Engineering/Architectural Fees (Design/Construction Administration)	$ Design Build
• Contingency	$
Land Costs	$ 0
Construction Costs (Labor and Materials)	$ 693,073.00
• Contingency	$ 69,307.00
Furnishings	$ 50,000.00
Equipment Acquisition	$ 103,102.00
TOTAL	**$ 915,482.00**
Estimated Annual Operating/Maintenance Costs	$ 529,045.00

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The operating budget for the Life Steps Campus is supported by rents, based on the new and existing housing and commercial spaces leased on the Campus. (Attachment 2)

Attachment A

Project Narrative

Casper Housing Authority - Life Steps Campus Revitalization Project

The City of Casper recently awarded the management of Life Steps to Casper Housing Authority (CHA). CHA took over management of Life Steps on November 15, 2014. CHA's proposal to the City for the next 5 years of management includes using the most of the unrealized spaces by expanding the number of units available, taking full advantage of the commercial kitchen's uses, and utilizing the already irrigated grounds by adding community gardens for use by the tenants and community.

CHA's mission is to provide quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident independence.

The Life Steps Campus has 33 unrealized rooms that could be housing homeless neighbors today. Our approach to serving the whole person - not just giving them shelter - means we strive to create a living situation for our tenants that serves their whole self.

The Life Steps Campus Revitalization Project follows the priority set by the City of Casper of service to the low income, homeless, and hard to house. The focus of additional housing availability will be the Teen Homeless, Chronically Homeless, and Homeless Veterans. The targeted number of units available for the homeless over the first year will be 66 units, with an average of 2 people housed per unit.

Casper Housing Authority will partner with Wyoming Food for Thought Project to create a holistic approach of serving tenants on Life Steps. CHA and WFFTP will create a food sovereignty pilot program for the tenants on Life Steps Campus and the neighbors surrounding that area. The programs will also reach into the community, be available to every Casper

Housing Authority tenant, and any other person willing to learn more about how to create a sustainable food system.

In the first year of the proposal the main focus is on major remodel, housing, and bringing as much life back to the Campus as quickly as possible, whereby addressing the root causes of homelessness and hunger in Casper.

Revitalization

To begin the remodel process, the Basement of Building F is currently vacant and in ill repair. CHA proposes to remodel the existing 4 units and add 6 new housing units, for a total of 10 new housing units. Heating will be upgraded along with electrical and plumbing, flooring, ceilings and walls. An additional bathroom will be added and the existing bathroom will be remodeled and the window brought up to code. The end result will be 10 new housing units, a common area, kitchen, 2 new baths and a laundry room.

The Green Basement in Building E is also vacant and does not meet code for housing, however, it is the perfect space for the new Early Head Start. By moving to the new space, EHS will have better security and their program space will be more conducive to their mission. CHA is working closely with EHS to design this space as their permanent home which will include a new kitchen, 3 half baths, laundry facilities, library space and offices. Clients will continue to use the same entrance and EHS has better access to their program. By moving the EHS to the new space, the old space will be returned to housing in year 2.

The next phase is to take the old space used by EHS and rehabilitate it back into housing. Both bathrooms will be upgraded and showers added, a new kitchen and common area will be added for a total of 10 additional housing units. Additionally, the Bee infestation will be addressed and the bees safely removed to a new home.

In the 3rd year, the North end of the 1st floor of Building E will be revitalized, giving the tenants of the Transitional Housing program new bathrooms, paint, carpet, replacing windows, doors as needed, paint and trim work. Exterior Painting will begin in the Summer of 2015 and be completed by the Fall of 2016.

Gym – Building L

The Gym is currently used one hour during the day and then in the late evenings for an Emergency Shelter, run by Central Wyoming Rescue Mission. In order to promote health and wellness among all tenants, classes will be scheduled in the Gym during the day and in the early evening. Tenants will have a variety of opportunities to participate in organized sports, fitness classes and other family friendly fitness activities.

Community Gardens

CHA will partner with Wyoming Food for Thought Project to build a Community Garden between buildings B & C with twenty 4'x8' beds, enclosed in a fence (to keep out wild animals like deer and rabbits). Garden beds will be built from 2x12 redwood timbers, filled with compost from Casper Bale fill, with paths covered in 6" of 4" wood chip, a drip system in each bed that will be tapped into the current sprinkler system, and beds will be planted with seedlings by Wyoming Food for Thought Project. The garden maintenance and harvest will serve as a teaching area to show Life Steps Tenants how to design, plant, and maintain a garden. The food harvested from this garden will be used in the production of community kitchen meals produced on the Life Steps Campus. Excess food will be sold or given away at the new Life Steps farm market.

The second year will continue with the Community Gardens giving the new tenants the opportunity to grow, harvest and cook their own food. Existing tenants will have the opportunity to participate in a peer-to-peer mentoring program, sharing their experience and

growing knowledge with those who are new to the Campus. The new Garden will be a mirror of the first and will be located adjacent to Building D.

Building on the success of the two Gardens and the interest of those who are drawn to the Campus, the 3rd Garden will be located behind Building F and will be constructed in the 3 year of the project.

Commercial Kitchen – Building K

The kitchen in building K has been under-utilized. Tenants at Life Steps have been victims of circumstance. Without having a kitchen they can cook wholesome meals in, they've resorted to eating like college students – mini fridges don't hold much, and lack of transportation to go to a grocery store often means shelf-stable food (processed foods) are much of what they're eating.

First, In order to give tenants access to the best, freshest, most local food possible, a continental breakfast will be served every weekday morning. Breakfast items will include locally baked goods, fruits, whole grains, and milk. Giving our tenants access to good and healthy food at the start of the day will enable them to go out to work or to school and perform to their fullest potential.

Second, to use the most of what is available already in the community, WYFFTP will begin a restaurant rescue program – whereby restaurants donate unused food that would otherwise be thrown away. A refrigerated box truck will be used to transport the food safely from restaurants to the Life Steps kitchen. Food will be repacked into healthy dinners for use in hunger programs, and also given to tenants on Life Steps for meals.

Third, the kitchen will also serve as a training facility. First, food safety and proper food handling will be taught to all who participate in the restaurant rescue program. Tenants of CHA will be encouraged to volunteer in the kitchen to gain life skills and to help feed the community.

Partner organizations like Casper College, UW Extension, and Wyoming Behavioral Institute will use the kitchen to teach their students about food handling, food safety, management, service, and in doing so, will give manpower to the food programs in the kitchen.

The kitchen will have a continental breakfast, insuring that children are ready for the school day, and a full buffet at lunch, in which students can practice their culinary skills, an ala carte dinner for those who are working offsite and in the summer will serve as a Summer Feeding Site through a partnership with the USDA, for onsite children and those who are within walking distance of the Campus. The additional refrigeration and dehydration units are vital to the success of the project.

The kitchen will be used to process food. There are large amounts of fresh local food going to waste every year. We would like to organize a system and training program to process the food for later use. WYFFTP and CHA will use the kitchen to dehydrate large amounts of food at one time, to can and preserve, and to create value-added products from local produce. These products could potentially be sold on the open market throughout the community and perhaps across the state. Local produce currently slated to be used is: apples, cherries, greens, potatoes, tomatoes, peppers, herbs, corn, and kale.

Lastly, we will hold farm markets on the campus - outside in summer and in Building K in winter - at least monthly, to allow tenants the opportunity to sell directly to the public products they create or grow. This full-circle "Farm to Fork" program will teach financial literacy, self-reliance, and public speaking; all skills employers find highly desirable.

Life Steps Campus has the potential to make a major impact on the lives of many in our community. From the transitional housing the campus currently offers, to the 33 more rooms to be added making the capacity of serving nearly 200 people the first year. Furthermore, by creating a campus where every basic need of an individual is met - food, shelter, and security - we begin to build up a person's potential to give to, rather than take from, the community.

Attachment 1

Life Steps Campus Capital Budget 2015

Building	Program	Units	Needs Assessment	Sq Foot	Cost p	Total	Year 1	Year 2	Year 3
F Basement	H1 VASH	10	Upgrade heating, electrical and plumbing. Add 6 rooms and upgrade remaining flooring, ceilings and walls. Remodel bath and kitchen, add 1 bathroom, bring windows up to code.	4555	50	227,750.00	227,750.00		
E Green Bsmt	Head Start		Upgrade bathrooms and kitchen, move walkin cooler, add offices, flooring, paint, interior walls	2690	50	134,500.00	134,500.00		
E 1st floor South	H1	10	Upgrade 2 bathrooms with showers, add new kitchen, new floorplan to return to 10 unit housing, new doors, flooring and paint	2690	50	134,500.00		134,500.00	
E 1st Floor North and	TH	14	Repair walls, remodel 3 bathrooms, new paint carpet, egress windows, flooring, trim	3230	50	171,500.00			171,500.00
Building Exterior	All		Paint and Repair	10,000		24,823.00	10,000.00	14,823.00	
K Kitchen	All		Add walk-in cooler/freezer, dehydrator, concrete pads for exterior coolers			41,202.00	35,202.00	6,000.00	
K Kitchen	All		Refridgerated box truck with lift			61,900.00	61,900.00		
Kitchen Program	All		Food			84,518.00	39,518.00	30,000.00	15,000.00
Community Gardens	All		Boxes, mulch, plantings, volunteer coordination, water			50,000.00	20,000.00	15,000.00	15,000.00
Construction Contingency	E, F, C		Standard 10%			69,307.00	37,225.00	14,932.00	17,150.00
Total Costs			**Annual**			**1,000,000.00**	**566,095.00**	**215,255.00**	**218,650.00**

Attachment 2

Life Steps Campus Annual Budget 2015

INCOME

Building	Program	Funding Source	Agency	Current Rent	Housing	FMR	Total Voucher	Total Rent
C	Disabled Adults	Waiver	All About Famili	2,403.66	8	553	4424	6,827.66
D	H1 Women & children	HUD	CHA	0.00	6	553	3318	3,318.00
E	H1	HUD	CHA	0.00	10	553		5,530.00
E - 1st Floor	Trans Housing	HUD	CAP	2,552.49	12	553	6636	9,188.49
E Green Bsmt	Head Start	State	WY Child & Fam	2,001.81	0	0	0	2,001.81
E 2nd Floor	Trans Housing	HUD	CAP	2,552.49	10	553	5553	8,105.49
E Basement	Offices - Common	CAP	CAP	0.00	0	0	0	0.00
F	H1 VASH	HUD-VASH	CHA	0.00	10	553	5553	5,553.00
F Basement	H1 VASH	HUD-VASH	CHA	0.00	10	553	5553	5,553.00
H	Onsite Manager	CHA	CHA	0.00	0	0	0	0.00
E 2nd Floor	Health Care Homeless		CAP	3,237.13	0	0		3,237.13
			Monthly Total	12,747.58	66			49,314.58

Gross Income Potential - Annual	593,774.96
90% Occupancy	**534,397.00**

EXPENSES

Account		Unit Costs	Annual Average:	Total Cost
Admin		53,400.00		**$53,400.00**
Staff Expense				
Director of Asset Mgmt		12,000.00		
Housing Pr. Director		10,500.00		
Client Relations Mgr.		21,000.00		
Maintenance Supervisor		10,400.00		
Maintenance		10,000.00		
On-site Property Mgr	1 FTE	32,000.00		
Kitchen Mgr	1 FTE	28,000.00		
Case Manager	1 FTE	32,000.00		
Benefits		31,180.00		
Total Sal & Benefits		**187,080.00**		**$187,080.00**
Utilities		Monthly Averag	Annual Average	
Rocky Mtn. Power	Average EFK	2446	29360	
Source Gas		2417	29000	
Water		2286	27428	
Total Utilities			85788	**$90,000.00**
Service Agreements				
Pest Control		11000		
Long Mechanical	HVAC	17250		
API	Fire Monitoring	315		
Total Service Agreement		28565		**$28,565.00**
Maintenance				
Lawn and Snow		10,000.00		
Plumbing		10000		
Paint		5000		
Repair and Replacement		30000		
Misc		20000		
Total Maintenance		75,000.00		**$75,000.00**
Food Budget		70000		
Program Budget		25000		
Total Program		95000		**$95,000.00**
Total Expenses				**$529,045.00**
Net				**$5,352.00**

Attachment 3

Capital Investment Maintenance/Replacement Plan

Following the priority set by the City of Casper for the Life Steps Campus, of service to the low income, homeless and the 'hard to house', CHA's approach is one of Highest and Best Use of each building space. Highest and Best Use defined as Legally Permissible, Physically Possible, Economically feasible and the Maximum Production or highest return on investment. By using this sound approach combined with CHA's mission to provide safe affordable housing and the goals of our H1 or Housing First project, CHA has a sound plan for the Campus.

The Life Steps Campus is owned by the City of Casper and falls into the priorities established in the One Cent Citizens' Survey under Public Building Repairs. As the LSC Property Manager, CHA's contract with the City of Casper states that CHA is responsible for all maintenance and day-to-day operations of the Campus up to $1,000.00 per occurrence.

Once the Campus has been revitalized and the new housing units developed, the budget includes a line item for repair and replacement of $30,000.00 per year. These funds will be set aside by the CHA to be used for upgrades and maintenance. With the Life Steps Campus under the City of Casper ownership, any capital expenditures over $1,000.00 are the responsibility of the City.

CHA works closely with the Community Development Department to insure that all maintenance, repairs and replacement are in line with the Campus Goals. Additionally, CHA also works with the Building Inspector, Casper Fire EMS and Casper PD to insure that the buildings and grounds are up to code and a safe environment for all current and future tenants of the Life Steps Campus.

Attachment 4

Cost Estimate Substantiation

Construction: Garvin Westhoff, WW Constructors LLC, toured each of the buildings and made the recommendation of an estimate of $50.00 per square foot for construction remodel. He recommended that the projects be bid as 'design build' with a preliminary drawing and a scope of work with a minimum of 3 bids. Mr. Westhoff is a former employee of WN McMurry Construction who was involved with the Building E remodel, where Health Care for the Homeless is currently housed, and is familiar with the property.

WW Constructors LLC
P.O. Box 51554,
Casper, Wyoming 82605
(307) 267-3090
(307) 333-1682 fax

Paint: Paint costs are based on average costs for the Casper Area with a list of 6 Casper companies who would meet the average bid. Estimate is based on a 1,000 square foot metric and is attached with the names of the local companies involved.

Walk in Cooler/Freezer and Dehydration Units – Actual bids are attached. A concrete pad will be poured for exterior installation for the Cooling units and has been added to the line item.

Refrigerated Box Truck – Actual bid is attached.

Food – Food Costs are based on the average cost of a meal of $1.40 providing 60,370 meals for the tenants of the Campus over a 3 year period. This equates to approximately 77 meals per day or 25 people per meal. This will be supplemented by the LSC Operational budget, as well. During the first 3 years of the project, CHA will add additional partners to insure that the food budget is sustainable after the initial startup period.

Community Gardens – Garden bed construction budget is attached and water estimate is included in the line item.

Contingency – Based on the standard contingency used by most contractors and supported by the Building and Inspections Department, a 10% contingency on all construction has been added to the budget.

Calculate Cost of House Painting Casper, WY

Square Feet 1000

Calculate Costs

Your Estimated House Painting Costs in Casper (1069 square feet): **$2,482.32**

This cost is an estimate based on labor and material costs in Natrona county. Interior and exterior painting in Casper projects typically require the use of surface repair materials, masking tape and paper, solvents and cleanup supplies. This Casper painting estimate includes all these costs.

House Painting Time: **55.5 hours**

House Painting Companies

- ### Custom House Painting

6704 S Ridgecrest Dr

Casper, WY 82601

- ### Fox-Andersen Construction

PO Box 50888

Casper, WY 82605

- ### Hytrek Painting & Paperhanging

2505 Melodi Ln

Casper, WY 82601

- ### MII Painting

748 N Kimball St

Casper, WY 82601

- Todd Lee & Sons Painting

Casper, WY 82601

- Pro Paint Incorporated

PO Box 51188

Casper, WY 82605

WebstaurantStore http://www.gotowebstore.com/596KDB771010

Nor-Lake Walk-In Cooler 10' x 10' x 7' 7" Outdoor

Only
$8,579.00/Each

Select Type

Note: Representative Model Shown

- Smooth aluminum floor
- Fast shipping
- 4" CFC-free polyurethane insulated panels
- Assembles easily
- 1 hp, 208/230V top-mounted Capsule Pak cooling system
- 15 year warranty on panels, 18 months on labor, and 1 year parts warranty
- Made in the U.S.A.
- Panels are NSF and UL Listed; door is CSA and UL Listed

Item: 596KDB771010

NORLAKE

Details

The Nor-Lake Kold Locker 10' x 10' x 7' 7" outdoor walk-in cooler offers versatility and superior storage space all in one easy-to-assemble unit!

An innovative, self-contained, top-mounted Capsule Pak cooling unit provides 100% usable interior storage space by utilizing a flush coil design, which keeps all cooling components outside the walk-in cooler. Ambient controls and a refrigeration hood ensure the Capsule Pak functions properly at temperatures down to -20 degrees Fahrenheit.

The 1 hp, 208/230V cooling unit has a temperature range of 35 to 38 degrees Fahrenheit. The self-contained Capsule Pak installs easily, uses R404 refrigerant, and is UL and CSA Listed.

The panels on the Nor-Lake Kold Locker outdoor walk-in cooler are made of 26 gauge corrosion-resistant embossed galvanized steel with an aluminum coating. The panels are insulated with 4" thick CFC-free HFC polyurethane to maintain consistent temperatures. An aluminum floor seals the structure and provides a durable surface for storage.

A weather protection kit is included to protect the Kold Locker from the elements. It includes 35 mm-thick roof materials, flashing

SPECS

Width	120 Inches
Depth	120 Inches
Height	91 Inches
Refrigeration Unit Height	23 Inches
Hertz	60
Phase	1
Voltage	208/230
Capacity	602 Cubic Feet
Compressor	Top Mounted
Door Style	Swing
Door Type	Solid
Horsepower	1
Temperature Range	35 - 38 Degrees F
Usage	Outdoor
With Floor	Yes

Customer questions about this product

How can I determine the size of this product's interior?

The interior of a Nor-Lake cooler or freezer can be determined by subtracting 4" from the product's exterior dimensions. The 4" accounts for the thickness of the product's walls and ceiling.

Where will the door be located on my walk-in cooler?

Check out the secondary image we have posted! The diagram shows the standard placement of the door. If you would prefer to have the door placed differently, contact our Customer Solutions team; they'll be able to help you specify the alternative placement when submitting your order!

strips, and roof trim.

A self-closing door secures easily to the Nor-Lake Kold Locker walk-in with cam lift hinges and has a 26" opening. A NL9800 deadbolt locking handle with independent padlock and an inside safety release protects your supplies and your employees. An externally mounted digital thermometer allows you to easily verify that the walk-in is maintaining the correct temperature, while a vapor proof light provides excellent interior visibility.

The Nor-Lake Kold Locker panels are NSF and UL Listed. The door is CSA and UL Listed. The Nor-Lake Kold Locker 10' x 10' x 7' 7" outdoor walk-in cooler is covered by a 15 year manufacturer's warranty on the panels, an 18 month labor warranty, and a 1 year parts warranty.

When I order this product, can I request liftgate delivery?

This item is too large and heavy for a liftgate. Contact our Customer Solutions team prior to placing your order to discuss delivery options if you do not have a truck-level loading dock or forklift.

Where is the refrigeration system located?

Standard configuration on this model is top-mounted. If you desire a different placement, please contact Customer Solutions prior to placing your order.

Do I need to purchase a pressure relief valve with this cooler?

Pressure relief valves are recommended for improved safety. These valves help refrigerant from exceeding dangerous pressures. Chicago residents are required to purchase a pressure relief valve with their walk-in cooler. Please contact a Customer Solutions Specialist for more information.

Choose door configuration. For installation requirements and additional product details, please consult the specification sheet.

Capsule Pak Height: 23"

Manufacturer's Item Number(s): KODB771010-C

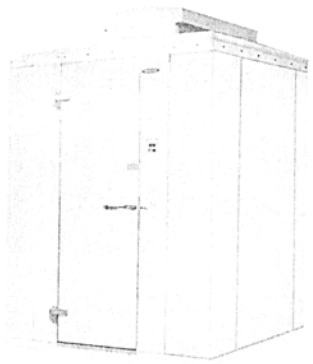
UPC Numbers: 400010121557 , 400010121564

This Item Ships via Common Carrier. For more information and tips to help your delivery go smoothly, click here.

Certifications

WebstaurantStore http://www.gotowebstore.com/596KDF771014

Nor-Lake Kold Locker 10' x 14' x 7' 7" Outdoor Walk-In Freezer with Floor



Only
$10,769.00/Each

Select Type

Note: Representative model shown

- Smooth aluminum floor
- Fast shipping
- 4" CFC-free polyurethane insulated panels
- Assembles easily
- 2 hp, 208/230V top-mounted Capsule Pak cooling system
- 860 cu. ft.
- NSF, CSA, and UL Listed

Item: 596KDF771014

NORLAKE

Details

SPECS

The Nor-Lake Kold Locker 10' x 14' x 7' 7" outdoor walk-in freezer offers versatility and superior storage space all in one rugged, easy-to-assemble unit!

An innovative, top-mounted Capsule Pak cooling unit provides 100% usable interior storage space by utilizing a flush coil design, which keeps all cooling components outside the walk-in freezer. Ambient controls and a refrigeration hood ensure the Capsule Pak functions properly at temperatures down to -20 degrees Fahrenheit.

The 2 hp, 208/230V cooling unit has a temperature range of -10 to -8 degrees Fahrenheit. The self-contained Capsule Pak installs easily, uses R404 refrigerant, and is UL and CSA Listed.

The panels on the Nor-Lake Kold Locker outdoor walk-in freezer are made of 26-gauge, corrosion-resistant, embossed galvanized steel with an aluminum coating. The panels are insulated with 4" thick CFC-free HFC polyurethane to maintain consistent temperatures. An aluminum floor seals the structure and provides a durable surface for storage.

A weather protection kit is included to protect the Kold Locker from the elements. It includes 35 mm-thick roof materials, flashing strips, and roof trim.

SPECS

Width	120 Inches
Depth	168 Inches
Height	91 Inches
Hertz	60
Phase	1
Voltage	208/230
Capacity	860 Cubic Feet
Compressor	Top Mounted
Door Style	Swing
Door Type	Solid
Horsepower	2
Temperature Range	-10 - -8 Degrees F
Usage	Outdoor
With Floor	Yes

Customer questions about this product

How can I determine the size of this product's interior?

The interior of a Nor-Lake cooler or freezer can be determined by subtracting 4" from the product's exterior dimensions. The 4" accounts for the thickness of the product's walls and ceiling.

Where will the door be located on my walk-in cooler?

Check out the secondary image we have posted! The diagram shows the standard placement of the door. If you would prefer to have the door placed differently, contact our Customer Solutions team; they'll be able to help you specify the alternative placement when submitting your order!

When I order this product, can I request liftgate delivery?

A self-closing door secures easily to the Nor-Lake Kold Locker walk-in with cam lift hinges and has a 26" opening. A NL9800 deadbolt locking handle with independent padlock and an inside safety release protects your supplies and your employees. An externally-mounted digital thermometer allows you to easily verify that the walk-in is maintaining the correct temperature, while a vapor-proof light provides excellent interior visibility.

The Nor-Lake Kold Locker panels are NSF and UL Listed. The door is CSA and UL Listed. The Nor-Lake Kold Locker 10' x 14' x 7' 7" outdoor walk-in freezer is covered by a 15-year manufacturer's warranty on the panels, an 18-month labor warranty, and a 1-year parts warranty.

This item is too large and heavy for a liftgate. Contact our Customer Solutions team prior to placing your order to discuss delivery options if you do not have a truck-level loading dock or forklift.

Where is the refrigeration system located?

Standard configuration on this model is top-mounted. If you desire a different placement, please contact Customer Solutions prior to placing your order.

Do I need to purchase a pressure relief valve with this cooler?

Pressure relief valves are recommended for improved safety. These valves help refrigerant from exceeding dangerous pressures. Chicago residents are required to purchase a pressure relief valve with their walk-in cooler. Please contact a Customer Solutions Specialist for more information.

Choose door configuration. For installation requirements and additional product details, please consult the specification sheet.

Overall Dimensions:

Width: 120"
Depth: 168"
Height: 91"
Capsule Pak Height: 23"

Manufacturer's Item Number(s): KODF771014-C

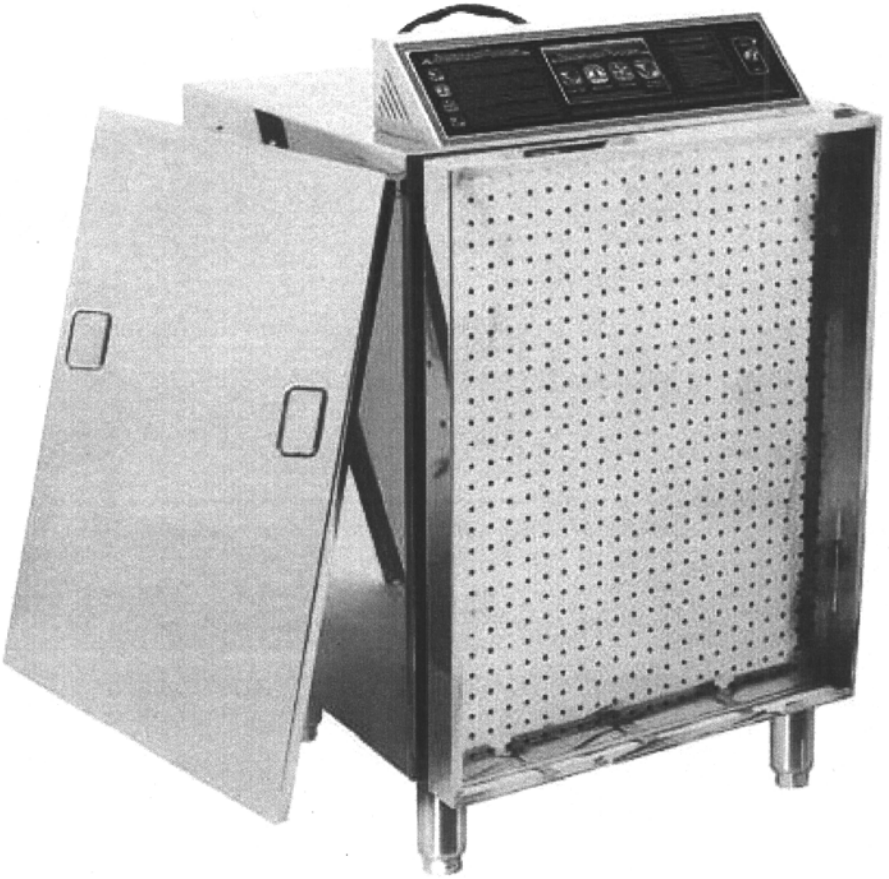
UPC Numbers: 400010121878 , 400010121885

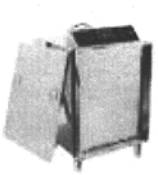
This Item Ships via Common Carrier. For more information and tips to help your delivery go smoothly, click here.

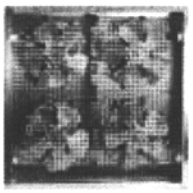
FREE SHIPPING ON ORDERS OVER $59!*

TSM D-20 Stainless NSF Commercial Dehydrator

SKU: QX757







NSF

THIS ITEM SHIPS FREE!*

$5,655.95

Quantity:

1

ADD TO BASKET

Add to Wishlist

Vendor shipped by freight, usually ships in 1-3 days.

DESCRIPTION SPECS SHIPPING

The NSF-certified stainless steel TSM D-20 dehydrator is manufactured in the USA to meet the needs of small commercial food drying operations. Its programmable solid state control system allows you to create up to six custom drying programs, with each program consisting of as many as three separate temperature, time and fan-speed steps (high/med/low speeds.)

Custom programs let you tailor settings to the exact needs of the food or other material you're drying, and to process repeat batches without having to re-enter settings. A large touch screen control and LCD digital display with easy to follow prompts makes it easy to select settings, and settings can be edited on-the-fly at any time.

The D-20 commercial dehydrator features 1" thick insulation on top, bottom and sides to increase operating efficiency, reducing your operating cost. It will achieve a temperature of 150° F in 3 hours or less for fast, efficient jerky drying. Air flow is from back to front for even results. The front door is a removable 2-piece unit, making it easier to clean. The inner portion of the front door channels moisture through the perforations, while the outer section creates a barrier which makes moisture collection possible. A Hygrometer is included for monitoring humidity levels.

The unit has 52 square feet of drying area on 20 large rectangular wire dehydrating racks. Fully electric operation. Smooth electronic control panel wipes clean with damp cloth. Dehydrator's internal temperature range is 84° to 180°F for safe & efficient drying of all types of food. Temperature is adjustable in 1° increments and is maintained to +/- 1° of the setting.

Spacing between racks is 1.25". Any number of racks can be removed to create a drying cavity with fewer racks but more space between racks.

New touch-screen controller: This new innovation provides productivity-boosting control options and

ease of use.

Features include:

- Quick Start: Ideal for drying projects that need one consistent temperature for a predetermined amount of time at an optimal fan speed.
- My Recipes: Allows you to create your own customized drying projects. You can set temperature and/or fan speed adjustment profile.
- Run Fans Only: Useful as a cooling sequence for product that needs cooling before removal. Also can be used to cool dehydrator after a long heat cycle.
- Run Last Program: Runs the last program that was selected from your My Recipes list. Will display the user entered name of program in space below icon.

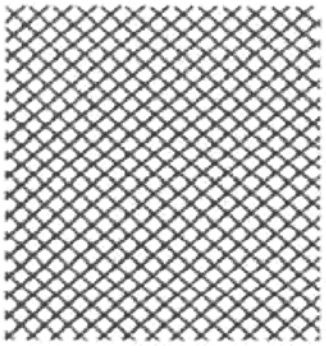
TSM D-20 commercial dehydrator specifications:

- NSF certified
- 220/240 volt, 1-phase, 50/60 Hz (Requires dedicated 30A circuit)
- 3200 watt heating elements (4 x 800W each)
- 1" thick insulation for thermal efficiency
- 52 square feet of drying area
- Four 7" fans for strong air flow
- Quick-detach fan/heater section
- LED display: Temp setting 84°F-180°F (200°F intermittent), actual temp, fan speed, elapsed time, remaining time
- 3-4 hour start to finish for jerky
- 20 wire racks each 20.75” x 18” (2.6 sq. ft. per rack)
- Space between racks: 1.25"
- Space between wires within rack 3/8"
- Outside dimensions: 24”W × 26.5"D x 33.5"H (+6" leg height)
- Inside dimensions: 21.5"W x 20"D x 27"H

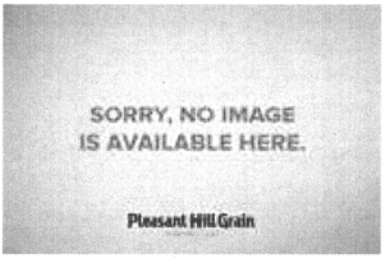
For more details, please see the specs tab above.

Pleasant Hill Grain has extensive experience with commercial dehydrating equipment. If you have questions, please email or call us. We're here as your resource, and we look forward to serving you.

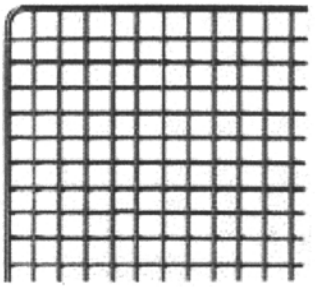
ACCESSORIES FOR THIS PRODUCT:



Poly Mesh 18.5x20.75 Inches, Single



Teflon Sheet 18x20.75 inches, Single



Stainless Rack for D-14/D-20, Single

HELP & INFO

- Customer Service
- Account Login
- Holiday Hours
- Shipping/Delivery
- Returns
- Replacement Parts
- Privacy
- About Us
- Our Blog
- Browse by Brand
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CONTACT

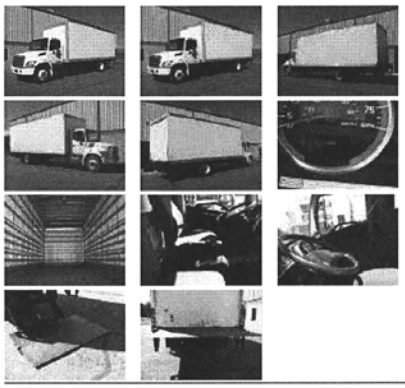
866-491-2038

View our business hours

210 South 1st Street
Hampton, NE 68843-0007

2013 HINO 268 BOX TRUCK - STRAIGHT TRUCK in MIDDLETOWN, CONNECTICUT

DETAILS | SHIPPING | SHARE THIS | CONTACT SELLER



Price: $61,900

Specification

Year:	2013
Make:	HINO
Model:	268
Class:	CLASS 6 (GVW 19501 - 26000)
Category:	Box Truck - Straight Truck
Engine Make:	Hino
Mileage:	94166

More

Seller Information

#1 Jukonski Truck Sales

(888) 454-4026

Reference Stock #: D4S54919

680 Newfield Street
Middletown, CT
06457 (Map)

See All Inventory | Visit Dealer Web Site

New England's Largest Distributor of Commercial Used Trucks

Contact Seller

Hello, I'm interested in your **2013 HINO 268** Stock #:**D4S54919**. Please contact me at your earliest convenience*, you can reach me at Phone* or at Email*

*required

Comments

☐ I have a trade in

☑ Would you like to get our newsletter and special offers via email?

Thank you, Full Name*

9128 Type image number

Send

Send us Feedback!

Features

Air Conditioning, AM/FM Radio, CD Player, Lift Gate, Trip Odometer, Exhaust Brake, Under CDL, Turbo

Description

2013 Hino 268 Box Truck. AUTO, 25,950 GVW, 253"WB, 94K Miles, Diesel, 24FT box, E-Track, Exhaust Brake, Lift-gate(2,500 cap), Wood Slats, AC, AM/FM/CD and more. #D4S54919. . . $61,900. Please call Jukonski Truck Sales at 888-454-4026 for additional information.

Find Similar Trucks

new search

2004 International
4300
Box Truck - Straight Truck
$8,000
Dahlonega, GA

2007 International
4700
Box Truck - Straight Truck
$9,000
Lock Haven, PA

2002 Chevrolet
C6500
Box Truck - Straight Truck
$15,000
Macomb, MI

1993 Gmc
TOPKICK
Box Truck - Straight Truck
$5,800
Harlan, KY

2006 International
4300
Box Truck - Straight Truck
$22,000
Indianapolis, IN

2006 Ford
F650
Box Truck - Straight Truck
$19,999
Fayetteville, GA

2012 Ud Trucks
2300DH
Box Truck - Straight Truck
$47,900
Naugatuck, CT

2005 Gmc
C7500
Box Truck - Straight Truck
$13,950
Phoenix, AZ

2005 Freightliner
BUSINESS CLASS M2 106
Box Truck - Straight Truck
$12,500
Grand Haven/ 49417, MI

2005 Hino
268
Box Truck - Straight Truck
$23,000
Nashu, NH

1998 Ford
F700
Box Truck - Straight Truck
$6,500
Union Grove, WI

1998 Ford
F800
Box Truck - Straight Truck
$3,900
Annandale, VA

1995 Mack
MIDLINER MS200
Box Truck - Straight Truck
$6,300
Los Angeles, CA

2013 International
4300
Box Truck - Straight Truck
$49,900
Pompano Beach, FL

2004 Freightliner
FL70
Box Truck - Straight Truck
$15,000
Grand Rapids, MI

2007 International
4200 SBA
Box Truck - Straight Truck
$28,000
Dunbar, WV

2007 International
4300
Box Truck - Straight Truck
$16,850
Reno, NV

2001 International
4900
Box Truck - Straight Truck
$9,000
Manassas, VA

1998 Isuzu
FTR
Box Truck - Straight Truck
$10,000
Garden City, MI

2000 International
4700
Box Truck - Straight Truck
$9,750
Uniontown, PA

2005 Freightliner
BUSINESS CLASS M2
Box Truck - Straight Truck
$22,500
Boulder, CO

2007 International
4300
Box Truck - Straight Truck
$21,500
Wentzville, MO

2005 Freightliner
BUSINESS CLASS M2 106
Box Truck - Straight Truck
$19,000
Pearl City, HI

2008 Hino
268
Box Truck - Straight Truck
$25,750
Irving, TX

Wyoming Food for Thought Project

Life Steps Campus 3 Year Garden Plan

Garden Budget	Year one	Year 2	Year 3
Build 20-bed garden	$5,000	5,000.00	$5,000
Water from May - Octob	$500	1,000.00	$1,500
Garden Manager	$7,000	7,000.00	$7,000
Seeds/Starter Plants	$500	$1,000	$1,500
Build Root Cellar	$5,000		
Garden infrastructure	$2,000	$1,000	
	$20,000	$15,000	$15,000

Attachment 5

Funding Timeline

The funding timeline is included in the Capital Budget under Year 1, 2 and 3. CHA has included a standard 10% contingency on all construction for cost overruns. Construction costs have increased each year in Casper, as CHA has completed several projects and is fully aware of year over year construction cost increases. According to the Engineering News-Record, from February 2014 to February 2015, Construction Costs increased 2.9%, Building Costs increased 3.1% and Materials Costs increased 3.4%. CHA anticipates this same increase for 2016 and anticipates that the project will be affected and the scope of work, diminished, if the funding is reduced or delayed.

Attachment 6

Project Debt Disclosure

The Life Steps Campus is owned by the City of Casper and has no known indebtedness. The Casper Housing Authority has a 5-year lease with the City of Casper for management and operations of the Life Steps Campus.

Attachment 7

Non-Profit Status

On February 1, 1974 the Housing Authority of the City of Casper was created by the City of Casper, and given the responsibility of handling the City of Casper's relationship with the Department of Housing and Urban Development, HUD, and to provide the City of Casper with safe, affordable housing for persons of low-income.

The Housing Authority of the City of Casper, known as Casper Housing Authority, is a Public Entity of which the founding documentation is attached. CHA's EIN is 83-0242029 and DUNS is 139885094.

The mission of CHA is to provide quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident self-sufficiency.

Our vision is to create dynamic communities where people thrive.

FUNDING AGREEMENT FOR THE DEVELOPMENT OF HOUSING ALTERNATIVES BY THE CASPER HOUSING AUTHORITY

This Funding Agreement ("Agreement") is entered into this 5th day of November 2013 by and between the City of Casper, Wyoming, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "City;" and the Casper Housing Authority, 1514 East 12th Street, Suite 105, Casper, Wyoming 82601, hereinafter referred to as the "Housing Authority." The City and the Housing Authority may be collectively referred to herein as the "parties."

RECITALS

WHEREAS, the City created the Casper Housing Authority pursuant to Resolutions numbered 87-123, 73-5, 71-16, and, as codified in Section 2.32.010 of the Casper Municipal Code; and,

WHEREAS, the Housing Authority is a public body corporate politic created by the City pursuant to the Wyoming Statutes to exercise its housing project powers for the provision of adequate and affordable housing within the City; and,

WHEREAS, the Housing Authority currently has the ability to purchase a building complex known as the "Star Apartments" and an associated lot, all as described below, for the provision of additional housing alternatives with different levels of affordability within the City, hereinafter referred to as the "Star Apartment Complex"; and,

WHEREAS, the Star Apartment Complex will require substantial renovation for which the Housing Authority will need additional funding; and,

WHEREAS, the City finds that the Housing Authority should be funded the sum of Four Hundred Eighty Thousand Dollars ($480,000.00) in order to subsidize the renovation of the Star Apartment Complex pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, the parties hereto agree by and between them as follows:

ARTICLE I: HOUSING AUTHORITY DUTIES AND RESPONSIBILITIES

The Housing Authority hereby agrees to purchase the Casper Star Apartment Complex, all being described as follows:

1
965823
NATRONA COUNTY CLERK, WY
Renea Vitto Recorded: MN
Jan 30, 2014 02:57:49 PM
Pages: 5 Fee: $24.00
CITY OF CASPER

Resolution No. 71-16

RELATIVE TO THE HOUSING PROJECT POWERS CONFERRED UPON MUNICIPALITIES BY THE PUBLIC HOUSING ACT, CHAPTER 205 OF THE SESSION LAWS OF WYOMING 1971.

WHEREAS, unsanitary, unsafe, and substandard inhabited dwelling accommodations exist in the City of Casper; and

WHEREAS, a shortage of safe and sanitary dwelling accommodations, available to persons of low income at rentals or prices they can afford, exists in the City of Casper; and

WHEREAS, it is in the best interests of the City of Casper that the Urban Renewal Agency of the City of Casper exercise the housing project powers conferred upon the City of Casper by Chapter 205 of the Session Laws of Wyoming 1971; and

WHEREAS, the City of Casper elects to have its housing project powers exercised by the public body corporate politic known as the Urban Renewal Agency of the City of Casper; now, therefore,

BE IT RESOLVED by the governing body of the City of Casper, that the Urban Renewal Agency of the City of Casper shall be the housing authority of the City of Casper. The Urban Renewal Agency of the City of Casper shall be vested with all powers conferred upon municipalities by Chapter 205 of the Session Laws of Wyoming 1971, except the following: (1) those powers enumerated in Section 16 of said Act which must be exercised by the City of Casper itself; and (2) the power to acquire real property by eminent domain; and be it

FURTHER RESOLVED, that the Urban Renewal Agency shall have power, only with the consent of the City Council of the City of Casper: (1) to hold title to real property in fee simple; and (2) to conduct bond elections and to issue bonds; and be it

FURTHER RESOLVED, that a copy of this Resolution shall be filed with the Clerk of the City of Casper.

PASSED, APPROVED, AND ADOPTED this 19th day of July, 1971.

ATTEST:

John H. Ekern

John H. Ekern, City Clerk

CITY OF CASPER
A Municipal Corporation,

D. Thomas Kidd

D. Thomas Kidd, Mayor

I hereby certify that this document is a true and correct copy of the original.

City Clerk or Deputy Clerk

the positive future of this City, region and State as evidenced by the offer to financially underwrite the extensive capital needs for a four year educational program at Casper College.

PASSED, APPROVED AND ADOPTED this 6th day of February, 1973.

CITY OF CASPER, a Municipal Corporation

D. Kieth Spencer, Mayor

ATTEST:

Calvin L. Chadsey, City Clerk

RESOLUTION NO. 73-5

A RESOLUTION AMENDING AND READOPTING RESOLUTION NO. 71-16 RELATIVE TO THE HOUSING PROJECT POWERS CONFERRED UPON THE MUNICIPALITIES BY THE PUBLIC HOUSING ACT, CHAPTER 205 OF THE SESSION LAWS OF WYOMING, 1971.

WHEREAS, by Resolution No. 71-16, the governing body of the City of Casper conferred upon the Urban Renewal Agency of the City of Casper certain housing project powers pursuant to Chapter 205, Session Laws of Wyoming; 1971; and

WHEREAS, the designation of said body politic should be known as the Housing Authority of the City of Casper; and

WHEREAS, the governing body of the City of Casper desires to confer upon said Housing Authority of the City of Casper, the additional right and power to hold title to real property; all pursuant to Chapter 205, Wyoming Session Laws, 1971; now therefore,

BE IT RESOLVED by the governing body of the City of Casper that Resolution No. 71-16 is hereby amended and readopted to read as follows:

WHEREAS, unsanitary, unsafe, and substandard inhabited dwelling accommodations exist in the City of Casper; and

WHEREAS, a shortage of safe and sanitary dwelling accommodations, available to persons of low income, at rentals or prices they can afford, exists in the City of Casper; and

WHEREAS, it is in the best interests of the City of Casper that the Housing Authority of the City of Casper exercise the housing project powers conferred upon the City of Casper by Chapter 205 of the Session Laws of Wyoming; 1971 and

I hereby certify that this document is a true and correct copy of the original.

City Clerk or Deputy Clerk

WHEREAS, the City of Casper elects to have its housing project powers exercised by the public body corporate politic known as the Housing Authority of the City of Casper; now therefore,

BE IT RESOLVED by the Governing Body of the City of Casper, that the Housing Authority of the City of Casper shall be the housing authority of the City of Casper. The Housing Authority of the City of Casper shall be vested with all powers conferred upon municipalities by Chapter 205 of the Session Laws of Wyoming, 1971, except the following: (1) those powers enumerated in Section 16 of said Act which must be exercised by the City of Casper itself; and (2) the power to acquire real property by eminent domain; and (3) the power to acquire real property without the prior consent of the City Council; and be it

FURTHER RESOLVED, that a copy of this Resolution shall be filed with the Clerk of the City of Casper.

PASSED, APPROVED AND ADOPTED this 6th day of February, 1973.

CITY OF CASPER, a Municipal Corporation

D. Kieth Spencer, Mayor

ATTEST:

Calvin L. Chadsey

Calvin L. Chadsey, City Clerk

RESOLUTION NO. 73-6

A RESOLUTION OF THE CITY COUNCIL OF CASPER, WYOMING RELATIVE TO PLANNING COOPERATION WITH NATRONA COUNTY, WYOMING.

WHEREAS, the Natrona County and City Planning Commissions have developed a City and County comprehensive planning program; and

WHEREAS, the continuation of said planning program will continue to mutually benefit the incorporated, as well as the unincorporated county areas; and

WHEREAS, the effectiveness of said program depends on the cooperative attitude of all county residents and political jurisdictions.

NOW, THEREFORE, BE IT RESOLVED: That the City Council of the City of Casper hereby endorses the proposed joint planning efforts of the County of Natrona, Casper City Planning and Zoning Commissions, and will cooperate fully to coordinate the planning objectives:

BE IT FURTHER RESOLVED: That the City Council of Casper will provide up to four thousand dollars ($4,000.00) for its portion of the one-third (1/3) share of the City-County planning program for the fiscal year 1973-74. Said funds will be

APPROVED AS TO FORM:

_____

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Calvin L. Chadsey
City Clerk

John M. Kelly
Mayor

RESOLUTION NO. 87-123

A RESOLUTION AMENDING AND READOPTING RESOLUTION NOS. 71-16 AND 73-5, PRESENTLY CODIFIED AS SECTION 20-1 OF THE CASPER CITY CODE, UPDATING THE STATUTORY REFERENCE CONTAINED THEREIN, RELATIVE TO THE HOUSING PROJECT POWERS CONFERRED UPON MUNICIPALITIES BY THE PUBLIC HOUSING ACT.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

That Resolution Nos. 71-16 and 73-5 are hereby amended and readopted to read as follows:

WHEREAS, unsanitary, unsafe, and substandard inhabited dwelling accommodations exist in the City of Casper; and,

WHEREAS, a shortage of safe and sanitary dwelling accommodations, available to persons of low income, at rentals or prices they can afford, exists in the City of Casper; and,

WHEREAS, it is in the best interests of the City of Casper that the Housing Authority of the City of Casper exercise the housing project powers conferred upon the City of Casper by Title 15, Chapter 10, of the Wyoming Statutes, 1977, as amended; and,

WHEREAS, the City of Casper elects to have its housing project powers exercised by the public body corporate politic known as the Housing Authority of the City of Casper.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Housing Authority of the City of Casper shall be the Housing Authority of the City of Casper. The Housing Authority of the City of Casper shall be vested with all powers conferred upon municipalities by Title 15, Chapter 10, of the Wyoming Statutes, 1977, as amended, except the following: 1) those powers enumerated in Section 15-10-115, Wyoming Statutes, 1977, as amended, which must be exercised by the City itself; 2) the power to acquire real property by eminent domain; and 3) the power to acquire real property without the prior consent of the City Council.

PASSED, APPROVED, AND ADOPTED this 18th day of August, 1987.

APPROVED AS TO FORM:

_____

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Calvin L. Chadsey
City Clerk

John M. Kelly
Mayor

RESOLUTION NO. 87-124

A RESOLUTION AUTHORIZING THE BOARD OF COUNTY COMMISSIONERS TO SUBLEASE TRACT 15, A TRACT OF LAND BEING LOCATED IN, AND BEING A PORTION OF, THE N1/2 SE1/4, SECTION 16, TOWNSHIP 32 NORTH, RANGE 79 WEST OF 6TH P.M., NATRONA COUNTY, WYOMING, CONTAINING 2.1 ACRES, FOR THE LOCATION OF

I hereby certify that this document is a true and correct copy of the original.

City Clerk or Deputy Clerk

Attachment 8

Funding History

In 2013, the Casper Housing Authority received $480,000.00 in 1% #13 for abatement on the Star Apartment Project at 333 E. A Street in downtown Casper. This 54,500 square foot project, renamed Centre Pointe, has been fully funded through a combination of Low Income Tax Credits and HOME Funds.

Blue Line Development, CHA's contracted Development partner, is scheduled to present floor plans and construction timelines to the Casper City Council on February 10, 2015. All contracts have been secured and construction is planned to start within the next 6-8 weeks. Blue Line Development will fully manage the revitalization project and the City of Casper will have 50 new mixed income units, consisting of 1 and 2 bedroom apartments, a commercial kitchen and a large common area. The full project is expected to be completed within 18 months.

The Casper Housing Authority was able to leverage the City's investment of $480,000.00 into nearly 9 Million dollars of outside funding to be brought into this community, 50 new housing units and multiple local jobs.

The City of Casper does not provide operational funds for the Casper Housing Authority or any of the partners working on the Life Steps Campus Revitalization Project.

Attachment 9

Needs Data

For most residents and many leaders in the great State of Wyoming, homelessness is a foreign concept. Many are blissfully unaware that there may even be a problem and certainly not one that affects families or the fabric of our communities. There are no visible shanty towns or skid row where there is an obvious homeless issue, nevertheless, a serious problem exists.

According to the State of Homelessness in America 2013, report, the Nation experienced a 7% decrease in chronic homelessness. In Wyoming, there was a 74.7% increase in homelessness and a 357% increase in chronic homelessness. In the spring of 2014, the Natrona County School District reported 403 homeless children, of which, 52 were enrolled in kindergarten.

Of additional concern is that nearly 10% of Wyoming's population is Veterans, 17% of which have a Service Connected Disability. While Wyoming saw the largest decrease in Veteran Homelessness of 55% between 2012 and 2013, according to the National Alliance to End Homelessness, there is still much concern for Wyoming's Veteran population. Over 17% of Wyoming's Veterans are Homeless, with nearly 60% of those being Unsheltered. In 2011, Wyoming was ranked 5th in the nation for suicide deaths with a Civilian rate of 27 suicide deaths per 100,000 however, Veteran Suicide deaths per 100,000 were at 57. Veterans are less than 10% of Wyoming's population but represent 22.79% of the suicide rate in the State.

In 2014, the regional Continuum of Care, in Casper, reported that there are nearly 300 homeless in our community. This project will address up to 10% of Casper's chronically homeless population, providing an additional 33 units. By removing 33 chronic homeless individuals from emergency shelters, based on the average bed housing 6 individuals each year, CHA will also open enough beds to house 198 homeless individuals, in the first year.

According to No Kid Hungry, 19.2% of Wyoming's children are food insecure. In Wyoming, the summer nutrition participation, which is the number of children participating in the summer meals programs for every 100 low-income students who participate in the National School Lunch Program during the school year, is just 19%. In Natrona County, 39% of the children in the Natrona County School District receive free and/or reduced lunch. This leaves children without support during the summer, on weekends, evenings and during school breaks.

CHA has completed the first 10 months of Wyoming's initial Housing First model pilot program. Of those who entered the program, 78% are permanently housed, 70% are working full time and those who qualify now have disability benefits. They are experiencing improved mental and physical health, their substance abuse issues have been addressed and they have maintained their housing. All participants now claim an improved overall quality of life.

There is a serious need for housing, food and education in Casper, Wyoming. The focus of the additional housing units to be added back to the Life Steps Campus will be the Teen Homeless, Chronically Homeless and Homeless Veterans. The Veterans will be supported through a partnership with the Sheridan VA and Casper's only Permanent Supportive Housing Program, currently managed by the Casper Housing Authority. CHA will manage the programs based on the Housing First Model and will partner to focus on the issues surrounding the causes of Teen Homelessness. The targeted number served over the first year will be 33 housing units at an average of 2 per unit for 66 individuals with approximately 200 children enrolled in the LSC Summer Feeding program with as much as 50,000 meals served to those in need.

Attachment 10

Preliminary Design Documents

CHA has measured all units and met with our contractor on a preliminary design based on HUD's Single Room Occupancy Standards. Using CHA's existing Procurement Policy and Procedures, the project will be bid as a 'design build'. The packet will include a Basic Floorplan and a Scope of Work. Existing plumbing, electrical, heating and lighting will be reused, where applicable using a reduce, reuse and recycle approach during the construction process.

CHA will work closely with the Community Development Department, the Casper Fire Department and the Building and Inspection Department to insure that all plans meet the goals, code enforcement and safety requirements for City owned property. CHA will also make every effort to preserve the historical integrity of the Life Steps Campus.

Additionally, CHA has a good history and relationship with the Department of Environmental Quality and will work closely with the DEQ to insure the safety of existing tenants during the construction process.

CHA has had preliminary meetings with tenants who are receiving new space and will work closely with each agency on the needs of their specific program, balancing current usage and future needs and priorities of the City of Casper.

Additional Attachments

Letters of Support

DEPARTMENT OF VETERANS AFFAIRS
Veteran Health Care Service
1898 Fort Road
Sheridan, WY 82801

Febuary 2, 2015

Ms. Kim Summerall-Wright
Executive Director
Casper Housing Authority
145 North Durbin Street
Casper, WY 82601

Dear Ms. Summerall-Wright,

I am writing this letter to express Sheridan VAHCS Homeless Program's appreciation for your agency's support and collaboration in working to end homelessness among Veteans. The aims and principles of the Casper Housing Authority are aligned with the VA's core values which makes the partnership between our agencies more effective in achieving our common goal. 2014 was an important year for VA Homeless Program staff working in the Casper, Wyoming community. Your agency's role in assisting the VA to build programs, identify resources and increase the number of sustainably housed Veterans was instrumental. Indeed, we couldn't have done it with you!

I look forward to the future collaboration between the VA and HUD to build more programs and assist Wyoming's homeless population, particularly Veterans, toward safe, affordable, and sustained housing. The Sheridan VAHCS goal to meet the national initiative to end homelessness among Veterans cannot be achieved without valuable partnerships like the one between our agencies.

Thank you for your creative and professional efforts to assist the VA in housing homeless Veterans. I look forward to our continued partnership to build ever-new ways of serving Wyoming's Veterans.

Sincerely,

Debbie Stevens

Debbie Stevens, LCSW
HCHV Coordinator
307-675-3869

FEED
DENVER
PLANT SEEDS GROW FARMERS CULTIVATE COMMUNITY

February 2, 2015

Casper City Council
200 N. David Street
Casper, WY 82601

Dear Casper City Council Members:

This letter is written in support of Casper Housing Authority and their request for funding of the Life Steps Campus Revitalization Project. Incorporating more housing on the campus with food programming will bring amazing opportunities to the communities served through this project. Also working with Wyoming Food for Thought Project in this capacity will ensure success.

Creating community gardens and a food education program will create a first step toward not only family health, but the health of an entire community.

In addition to those wonderful outcomes, the project may also inspire other community organizations to collaborate, bringing their collective energy and expertise together to achieve more for the community than they would otherwise do, working alone.

Furthermore, the project encourages community food sovereignty through job training both in the kitchen and in the garden.

While learning and serving their neighbors, program participants will make both connections between healthy food and healthy lifestyle but also between healthy lifestyle and healthy business. This is a missing link in our current economy that many programs like the one proposed with Wyoming Food for Thought Project and Casper Housing Authority as a part of the Life Steps Campus Revitalization Project are helping to connect. Growing food leads to food job skills which in turn leads to growing business opportunities.

We strongly encourage you to approve the inclusion and funding of the Life Steps Campus Revitalization Project.

Sincerely,

Lisa Rogers

Lisa Rogers
Executive Director
Feed Denver: Urban Farms and Markets

Feed Denver, Inc. · PO Box 11651 · Denver, CO 80211 · Sunnyside Farm · 44th & Vallejo Street
303-513-7548 · info@feeddenver.com · www.FeedDenver.com

FEED
DENVER
PLANT SEEDS GROW FARMERS CULTIVATE COMMUNITY

February 2, 2015

Jamie Purcell
Wyoming Food for Thought Project
900 Saint John St.
Casper, WY 82601

To whom it may concern:

This letter is written in support of Wyoming Food for Thought Project (WFFT) and their involvement in the Life Steps Campus project. Incorporating food programming into a housing campus will bring amazing opportunities to the communities served through this project. And working with WFFT in this capacity will ensure success.

Creating an urban farm at this site will provide much needed community access to freshly grown local food. More than that, it will create a first step towards not only personal and family health; it will provide a step toward food security through training individuals in food growing skills.

In addition to those wonderful outcomes, this project may also inspire further community food sovereignty through job skill training and entrepreneurial inspiration. Making the connections between growing food and the market opportunities for fresh produce and value-added products will expand a community's self-perception of its own sovereignty. Not only can a person grow tomatoes, peppers, and onions but they can also make those into any variety of marketable products – marinara, salsa, soup, salads, and more - to sell at a local farm market.

While learning and serving their neighbors, program participants will make both connections between healthy food and healthy lifestyle but also between healthy lifestyle and healthy business. This is a missing link in our current economy that many programs like WFFT are helping to connect – growing food leads to food job skills which in turn leads to growing business opportunities.

We strongly encourage you to approve the inclusion and funding of WFFT in the Life Steps Campus project.

Sincerely,

Lisa Rogers

Lisa Rogers
Executive Director
Feed Denver: Urban Farms & Markets

Feed Denver, Inc. · PO Box 11651 · Denver, CO 80211 · **Sunnyside Farm · 44th & Vallejo Street**
303-513-7548 · info@feeddenver.com · **www.FeedDenver.com**

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 09 2015

Date Feb. 9, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 194,000

PROJECT DESCRIPTION

Project Name: Mountain-ready vehicles, Casper Mountain Science School

Name and Address of Sponsoring Organization/Agency: Casper Mountain Science School, 125 College Drive, Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Susan Anderson, Casper Mountain Science School, 125 College Drive, Casper, WY 82601, susananderson@caspercollege.edu, 307-277-7026

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Casper Mountain Science School (CMSS) requests funding to purchase four 4-wheel drive vehicles (at $48,500 each) to transport the nearly 2,000 students we serve annually to study sites on Casper Mountain from the school base at Camp Sacajawea. Our program is in its fourth year of offering year-round classes and we are bursting at the seams. In three years, fall semester student numbers have tripled from 272 students to 820 attending classes on the mountain. To serve these increased numbers, we will use four mountain-ready vehicles to expand our classroom to the entire mountain.

Currently, students are brought to the mountain by NCSD buses that leave them for one, two, three or four-day programs. We want to take small groups on 4-wheel drive 8-passenger vehicles to branch out from the Camp Sacajawea home base and study other important mining, watershed, fire recovery, river and plant resource sites. The vehicles will allow us to access forest regeneration sites at both ends of the mountain. Those sites include the 2007 Coal Mountain fire on the far west end and the east end Ponderosa Park area to study the 2012 Sheepherder Fire. Without these vehicles, we cannot access these remote areas of the mountain. Historic mines on the mountain have also been part of our history and geology curricula. Casper Mountain is an incredible resource that we want to open up to our students, many of whom are Natrona County residents who have never been on the mountain.

The vehicles would also offer a valuable safety asset by giving us an immediate, onsite method of moving students off the mountain in case of emergency. Our current emergency evacuation plan requires students to walk from the camp to a designated safe site where they would wait for vehicles to take them off the mountain. In an emergency, getting vehicles to their safe site could be delayed by road conditions and emergency equipment.

College courses based at the CMSS campus on Casper Mountain would use the vehicles in the same way to reach learning sites. In June 2015 an intensive three-week program is offered on the mountain awarding five credit hours of science and education to the college students who live on-site. Those classes are LIFE 1020 Life Science and EDCI 1430 – Life Science in the Elementary School.

The vehicles would also support expansion plans that include a proposed concurrent Board of Cooperative Services science lab class for college and high school students. Students would be transported to Casper Mountain for a portion of their lab time.

About Casper Mountain Science School (CMSS): CMSS is a unique partnership between Casper College and the Natrona County School District, the brainchild of a group of educators who wanted to inspire students to learn about science in their own backyard – on Casper Mountain. It is supported by both institutions, a grant from the Board of Cooperative Education Services (BOCES), various one-time grants and a newly established CMSS Endowment Fund.

The school's first full-year program was in 2012. In the three years since then, enthusiasm among Natrona County teachers to bring their students has caused fall enrollment to triple and expand to include all ages. For a full school year of two semesters, we now serve more than 1,700 K-2 students and another 200 from college, Osher Lifelong Learning Institution, home school groups and GEAR UP populations.

Students are taught in very small groups (4 or 5) by college interns trained by the CMSS educators, Dr. Evert Brown of Casper College and Carolyn Jacobs, a 25-year-middle-school teacher with the Natrona County School District (NCSD). Programs range from half-day sessions to overnight stays in yurts at the Girl Scout Camp Sacajawea.

CMSS leases Camp Sacajawea from late August through November and from February through May. The sessions reflect the seasons: Fall and spring programs focus on land, forest, earth sciences and

biology studies. In winter, students study snow science and how cold impacts plants and animals.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Casper College administers grants to Casper Mountain Science School. The vehicles purchased with funds from this proposal and leased to CMSS would be maintained by the college under the direction of the Diesel and Auto Mechanic crew.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

CMSS serves students from kindergarten through college level as well as the plus-50-aged people attending the Osher Lifelong Learning Institute (OLLI). OLLI participants have studied fire science through CMSS on Casper Mountain. Attached is a graph showing growth in program attendance at CMSS from 250 in 2011 to nearly 2,000 in 2014.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Other sources of funding (BOCES, Casper College, NCSD, the CMSS Endowment, tuition fees, and grants) support the programs of CMSS. BOCES has been a major funder of CMSS, providing approximately $268,000 each year toward our operational budget of $420,000.

This request for $194,000 represents a one-time investment entirely funded by optional 1% sales tax funding, amounting to approximately one third of the amount that CMSS will spend in 2015.

If less than the requested amount were approved, fewer vehicles would be purchased and we would apply for other funds to pay for the full four vehicles.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

No, we intend to purchase the vehicles at one time.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project addresses priorities #5 Senior Citizen Services and #7 Parks, Playgrounds, Trails and Outdoor Sports Facilities. Our classes have served people participating in Osher Lifelong Learning

Institute program for those aged 50 and older. They gave extremely positive feedback on the class, taught by CMSS Executive Director Dr. Evert Brown in 2012, that took them to various locations on Casper Mountain to study fire danger, forest management and patterns of previous fires. Future courses CMSS will offer to OLLI participants may include the history of mining on Casper Mountain and snow science. These seniors would greatly benefit from the use of the mountain-ready vehicles we want to purchase with one-cent funds and be able to experience the marvelous natural environments on Casper Mountain

We will provide access to the outdoors and trails (Priority # 7) for at least 2,000 Natrona County residents a year through our CMSS programs. Having the mountain-ready vehicles that this request would fund allows citizens of all ages much greater access to the many resources on Casper Mountain. The "place-based" philosophy of teaching about the outdoors focuses on letting students learn about the environment that surrounds them. One of the positive results we see is enthusiasm from young Natrona County residents for where they live. We have had students who were never on Casper Mountain then bring their families to see where they did service projects and studied. This is part of building a strong community based on a true knowledge about their "place."

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Mountain-ready vehicles, Casper Mountain Science School

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$194,000	$	$	$
Grants:				
Private	$	$	$	$
Federal	$	$	$	$
State	$	$	$	$
*Donations (cash)	$	$	$	$
*Donations (in-kind)	$	$	$	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$194,000**	**$_____**	**$_____**	**$_____**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

CASPER MOUNTAIN SCIENCE SCHOOL

APPLICATION FOR CASPER OPTIONAL %1 #15 FUNDING

ATTACHMENTS

DETAILED BUDGET

We have requested $48,500 for each of the 4-wheel drive, 8 passenger vehicles that we want to buy -- for a total of $194,000.

Attached are three estimates for the vehicles, ranging from $50,975 (including extras that we would not purchase) to $34,164 each. The lower bid uses Wyoming Department of Education non-retail fleet pricing. We would be eligible to purchase vehicles through this program. If the vehicles are lower than the estimated average of $48,500 in our request, we would not need the full amount requested.

OPERATION/MAINTENANCE COST

Maintenance will be covered through our agreement with Casper College as the administrator of our request for funds. Our annual operating budget will include an estimated $5,100 in fuel for the vehicles. That is based on a total of 40,000 miles yearly at 23 mpg at a cost of $3/gallon.

NON-PROFIT STATUS

The Casper College Foundation administers grants to Casper Mountain Science School. Attached is a copy of the IRS determination letter indicating states under section 501 (c) (3) of the Internal Revenue Code and the Federal Identification Number.

STUDENT ENROLLMENT CHART SUPPORTING POPULATION SERVED

Prepared By:
administrator
Fremont Chevrolet-Buick-GMC
1401 North Federal Blvd.
Riverton, WY 82501
Phone: (307) 856-9211
Fax: (307) 857-3122
Email: slucas@fremontmotors.com

2015 Fleet/Non-Retail Chevrolet Suburban 4WD 4dr Commercial CK15906

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

Code	Description	MSRP	VQ2
CK15906	2015 Chevrolet Suburban 4WD 4dr Commercial	$51,250.00	$46,125.00

SELECTED VEHICLE COLORS - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

Code	Description
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

CATEGORY	Code	Description	MSRP	VQ2
REQUIRED OPTION				
	AVF	2015 INTERIM PROCESSING CODE (Required on all interim models produced starting in October 2014.)	$0.00	$0.00
SUSPENSION PKG				
	ZW7	SUSPENSION PACKAGE, PREMIUM SMOOTH RIDE (STD)	$0.00	$0.00
EMISSIONS				
	FE9	EMISSIONS, FEDERAL REQUIREMENTS includes (NT7) Federal tier 2 emissions	$0.00	$0.00
ENGINE				
	L83	ENGINE, 5.3L V8 ECOTEC3 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 N-m] @ 4100 rpm) (STD)	$0.00	$0.00
TRANSMISSION				
	MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	$0.00	$0.00

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 359.0, Data updated 11/4/2014
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.
Customer File:

Prepared By:
administrator
Fremont Chevrolet-Buick-GMC
1401 North Federal Blvd.
Riverton, WY 82501
Phone: (307) 856-9211
Fax: (307) 857-3122
Email: slucas@fremontmotors.com

2015 Fleet/Non-Retail Chevrolet Suburban 4WD 4dr Commercial CK15906

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

CATEGORY	Code	Description	MSRP	VQ2
AXLE				
	GU4	REAR AXLE, 3.08 RATIO (Not available with (NHT) Max Trailering Package.)	$0.00	$0.00
PREFERRED EQUIPMENT GROUP				
	1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment *CREDIT*	-$1,030.00	-$875.50
WHEEL TYPE				
	RD6	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) PAINTED STEEL (STD) (Standard unless (NHT) Max Trailering Package is selected. Must order (PZX) 18" aluminum wheels with (NHT) Max Trailering Package.)	$0.00	$0.00
TIRES				
	RC3	TIRES, P265/70R17 ALL-TERRAIN, BLACKWALL (STD) (Standard unless (NHT) Max Trailering Package is ordered.)	$0.00	$0.00
SPARE TIRE				
	RC4	TIRE, SPARE P265/70R17 ALL-SEASON, BLACKWALL	$0.00	$0.00
PAINT SCHEME				
	ZY1	PAINT SCHEME, SOLID APPLICATION	$0.00	$0.00
PAINT				
	GAZ	SUMMIT WHITE	$0.00	$0.00
SEAT TYPE				
	AZ3	SEATING, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER includes 6-way power driver and 2-way front passenger seat adjuster, driver and front passenger power lumbar control and power reclining, center fold-down armrest with storage, storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (With vinyl, does not include (AG1) Driver 6-way power seat adjuster or (AG2) Front passenger 6-way power adjuster.) (STD)	$0.00	$0.00
SEAT TRIM				
	H0U	JET BLACK, CLOTH SEAT TRIM	$0.00	$0.00
RADIO				

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2015 Fleet/Non-Retail Chevrolet Suburban 4WD 4dr Commercial CK15906

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

CATEGORY	Code	Description	MSRP	VQ2
RADIO				
	IO3	AUDIO SYSTEM, AM/FM STEREO WITH CD PLAYER AND AUXILIARY INPUT JACK includes 2 USB ports and 1 SD card reader (STD)	$0.00	$0.00
ADDITIONAL EQUIPMENT				
	K05	ENGINE BLOCK HEATER	$75.00	$63.75
	AKP	GLASS, SOLAR ABSORBING, NON DEEP TINT *CREDIT*	-$295.00	-$250.75
	VK3	LICENSE PLATE FRONT MOUNTING PACKAGE (Included on orders with ship-to-states that require a front license plate.)	$0.00	$0.00
	AG1	SEAT ADJUSTER, DRIVER 10-WAY POWER (Requires (AZ3) 40/20/40 split-bench front seat. Not available with (H2G) Jet Black vinyl seats.)	$0.00	$0.00
	AG2	SEAT ADJUSTER, FRONT PASSENGER 6-WAY POWER	INC	INC
	UE0	ONSTAR DELETE (Deletes (UPF) bluetooth for phone.) *CREDIT*	-$85.00	-$72.25
	R9Y	FLEET FREE MAINTENANCE CREDIT. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections (4 maximum), during the first 24 months and 24,000 miles period for this ordered vehicle. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	-$135.00	-$114.75
OPTIONS TOTAL			**-$1,470.00**	**-$1,249.50**

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Fax: (307) 857-3122
Email: slucas@fremontmotors.com

2015 Fleet/Non-Retail Chevrolet Suburban 4WD 4dr Commercial CK15906

PRICING SUMMARY

PRICING SUMMARY - 2015 Fleet/Non-Retail CK15906 4WD 4dr Commercial

	MSRP	***VQ2***
Base Price	$51,250.00	$46,125.00
Total Options:	-$1,470.00	-$1,249.50
Vehicle Subtotal	$49,780.00	$44,875.50
Advert/Adjustments	$0.00	$0.00
Destination Charge	$1,195.00	$1,195.00
GRAND TOTAL	**$50,975.00**	**$46,070.50**

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 359.0, Data updated 11/4/2014
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Customer File:

7/Nov/14

Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne, WY 82002-0050
Phone: 307-777-7675 Fax: 307-777-6234 Website: edu.wyoming.gov

Date: September 29, 2014

To: MPV Vendors

From: David Koskelowski, Program Manager
Traffic Safety/Pupil Transportation

Re: 2014/15 School Year, State Bid/District Buy School Bus Program

Enclosed are the specifications for the 2014/15 School Year, State Bid/District Buy School Bus Program for Multipurpose Passenger Vehicles (MPV). An MPV is defined in Chapter 2 *Rules for Minimum Standards for Wyoming School Buses*, Section 4 (f) as "...every motor vehicle with less than ten passenger positions (including the driver) and cannot be certified as a bus or school bus by federal standards." This bid request is for an eight passenger Chevrolet Suburban, GMC Yukon XL, or Ford Expedition XL.

The purpose of this bid request is to gather prices to compute a "base price" for MPV's, as required by Wyo. Stat. 21-13-320 (f). **There will not be any vehicles purchased by the Wyoming Department of Education from this bid.** At the present time, we have had interest expressed by eleven districts looking for between fifteen and twenty vehicles. There could be additional vehicles purchased after the base prices are published.

Any and all qualified bids will be averaged together to arrive at the "base price" which will be reimbursed to the local school districts after they purchase a vehicle.

School districts are not required to purchase the lowest bid. Districts will be given the bid forms so that they can decide which vehicle to purchase based upon the information provided. Each district will be responsible for issuing their own purchase order and paying for the vehicles. Dealers will be required to honor their prices for MPV purchase orders received from Wyoming school districts before the end date.

A list of all responding dealers will be distributed to the school districts interested in purchasing an MPV. Districts will be permitted to purchase from any dealer.

Each *Vehicle Data Sheet and Official Price Quotation* must be completely filled out and signed. The Department of Education reserves the right to reject any *Vehicle Data Sheet and Official Price Quotation* that is incomplete. The Department also reserves the right to waive irregularities and informalities in the bidding.

All bids are required to be at the Wyoming Department of Education, Hathaway Building-2nd Floor, 2300 Capitol Avenue, Cheyenne, WY 82002-0050 by close of business (5:00 p.m.) on November 7, 2014. No e-mailed or faxed forms will be accepted.

The following documents are required to be submitted:

1. *Vehicle Data Sheet and Official Price Quotation* - Each space must be completed for the bid to be considered.

2. *Wyoming State Price Quote Specification* - Each space in the far right column must be completed for the bid to be considered.

Areas to pay particular attention to:

1. No exceptions will be allowed to any of the specifications.

2. Each dealer is required to provide an effective period for their prices, if different than April 1, 2015.

3. This bid is for current model year vehicles, not left over vehicles.

Questions concerning this bid request can be addressed to:

David Koskelowski, Program Manager
Traffic Safety/Pupil Transportation
Wyoming Department of Education
Hathaway Building-2nd Floor
2300 Capitol Avenue
Cheyenne, Wyoming 82002-0050

(307) 777-6984
david.koskelowski@wyo.gov

Wyoming Department of Education
Pupil Transportation Office
(307) 777-6984

Wyoming State Price Quote Specification

1/2 TON MPV -- 8 PASSENGER

CHASSIS		
ITEM	**STATE-SUPPORTED SPECIFICATIONS**	**VENDOR SPECIFICALLY IDENTIFY ITEM BID**
	Vendor must meet or exceed these specifications. Item bid shall be specified in column to right.	Price of items bid will establish the state cost.
Alternator	100 amp minimum. Heavy duty.	Mfr. Delco Maximum output 150 amps
Battery		Size or group Number of batteries 1 CCA 600
Brakes	Power, ABS.	Disc ☒ Front ☒ Rear Drum ☐ Front ☐ Rear Size Front 13.0"x1.2" Rear 13.6"x.8"
Cruise Control		
Engine	5.3 L. minimum V-8 gasoline with electronic fuel injection.	Engine mfr. General Motors Model or liters 5300 Ecotec Net torque 383 @ 4100 R.P.M. Net HP 355 @ 5600 R.P.M.
Engine Heater	Chassis manufacturer installed in-block heater.	Watts 600 ?
Frame	130 inch minimum wheelbase.	Wheelbase 130"
Front Suspension	Heavy duty shocks and springs.	Capacity 3600 Lbs.
Fuel Tank	30 gallon minimum.	Capacity 31 Gallons
Gauges	Oil pressure, temperature, amp/voltage, fuel.	Yes
GVWR		1/2 Ton 7300 4 X 2 7500 4 X 4
Power Steering		Yes
Rear Suspension	Heavy duty shocks.	Capacity 4200
Seating Capacity	8 passenger seating.	Yes
Tires	Standard steel belted 17 inch (minimum) radials. All season tread tires.	Size P265/65R18
Tow Package	Heavy duty.	Yes
Tow Hooks	Attached to front frame.	Yes
Transmission	Automatic - minimum 4 speed	Number of speeds 6

Wyoming Department of Education
Pupil Transportation Office
(307) 777-6984

Wyoming State Price Quote Specification

1/2 TON MPV -- 8 PASSENGER

BODY		
Audio System	Factory installed AM/FM radio with cassette or CD player.	☐ Cassette ☒ CD ☐ Both
Door Locks	Power.	Yes
Floor	Rubber floor covering.	Yes
Headlights	Halogen.	Yes
Heaters/Air Conditioning	Front and rear air conditioning units with auxiliary rear heater.	Yes
Mirrors, Exterior	Two, below eye level. Power.	Yes
Rear Defogger		Yes
Seats	Vinyl.	Yes (Cloth is a no cost option.)
Tilt Steering Wheel		Yes
Tinted Windows	Standard tint.	Yes
Tools	Spare tire, jack and tire changing tools.	Yes
Under Hood Light		Yes
Windows	Power.	Yes
ADDITIONAL REQUIREMENTS - CHASSIS AND BODY		
Owner's/Operator's Handbook	One copy of the chassis and body manufacturer's owner's/operator's handbook or manual will be furnished with each vehicle at time of delivery.	Yes
Service and Cleaning	Cleaning and service by vendor prior to delivery will include: ▪ -34°F freeze protection coolant ▪ Chassis lubrication ▪ Check fluid levels, verify all are at recommended full levels ▪ Interior and exterior will be clean (including glass) ▪ All systems (electric, air, hydraulic, mechanical and manual) be inspected to ensure proper operation at time of delivery ▪ All components and accessories will be installed and operation at time of delivery	Yes
Warranty	Manufacturer's standard warranty to include body, chassis, engine and transmission.	Warranty Period: Body 3yr./36000 mile Chassis 3 yr./36000 mile Engine 5yr./100,000 mile Transmission 5yr./100,000 mile

Wyoming Department of Education
Pupil Transportation Office
(307) 777-6984

VEHICLE DATA SHEET
AND OFFICIAL PRICE QUOTATION

1/2 TON MPV -- 8 PASSENGER

i.e. GMC Yukon XL, Ford Expedition XL, Chevrolet Suburban. This does not include vans.

VENDOR'S COMPANY NAME	REPRESENTATIVE'S NAME	TELEPHONE NUMBER
	Steve Lucas	(307) 856-9211 or (307) 330-5207

ADDRESS: Fremont Chevrolet Buick GMC, Steve Lucas, 1401 N Federal Blvd, Riverton, WY 82501

Estimated delivery date to school district from time purchase order is received: 60-70 days
Firm where engine and chassis can be serviced or repaired and parts obtained: any GM dealer
Firm where body can be serviced or repaired and parts obtained: any GM dealer

BODY

MANUFACTURER: General Motors / Chevrolet
MODEL: Suburban
YEAR: 2015
Warranty: 3 Years, 36,000 Miles
Overall vehicle length: 224.3" Inches
Actual seating capacity: 9
Seat color: Black
Floor color: Black

CHASSIS

MANUFACTURER: Chevrolet
MODEL: Suburban
YEAR: 2015
Warranty: 3 Years, 36,000 Miles
Wheelbase: _____ Inches
Brakes: ☐ Drum ☒ Disc
Front axle capacity: 3925
Rear axle capacity: 4200
GVWR: 7500
Rear axle ratio: 3.08:1

TRANSMISSION

MANUFACTURER: Chevrolet / GM
MODEL: 6L90E
YEAR: 2015
Warranty: 5 Years, 100,000 Miles
Speeds forward: 6

ENGINE

MANUFACTURER: General motors
MODEL: 5300 Ecotec
YEAR: 2015
Warranty: 5 Years, 100,000 Miles
Torque: 383 @ 4100 RPM
H.P.: 355 @ 5600 RPM
C.I.D.: 323
Fuel type: Gas
☐ Inline ☒ V Type
Number of cylinders: 8

QUOTED PRICE

Quoted price is based upon payment upon delivery to the school district (without sales tax). Price to be effective until April 1, 2015.

34,164.00 8 Passenger, 1/2 Ton 2WD
36,821.00 8 Passenger, 1/2 Ton 4WD

VENDOR REPRESENTATIVE'S SIGNATURE
DATE: 6/Nov/14

GlobalConnect

Heather Gabbard
GREINER BUICK GMC CADILLAC

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010.

owb006 | Logout

ORDER Workbench | Main > Order Vehicles > **Configure a New Vehicle: View Summary**

PLAN & FORECAST | ORDER VEHICLES | MANAGE INVENTORY | LOCATE VEHICLES | DELIVER VEHICLES | REPORTS & TOOLS

Configure a New Vehicle: View Summary

Choose Model | Choose Options | Customer/Other Info | View Summary

RELATED LINKS

- Return to Order Vehicles Page
- Configure a New Vehicle
- View My Allocation and Constraints
- View Stored Configurations
- View My Request for Order List
- US On-Line Order/Reference Guide

Review the vehicle configuration information in order to ensure that it is correct. If you need to make a change click "Back" to return to the Configure and Submit Request for Order: Customer/Other Info screen. Click "Submit Request for Order" to submit this configuration as a request for order. Click "Save as Stored Configurations" in order to store this configuration. Click "Submit Order Changes" to apply order changes, if page accessed from Change Single order path. Click "Cancel" to cancel the entire configuration.
Note: A submitted request for order is at Event Code 1000 (Order Request Added).

GM Business Associate Information

Detail View without prices

Charge-to BAC: 265425
Ship-to BAC: 265425
Contact Name:
Phone #

Charge-to BFC: 1
Ship-to BFC: 1
DAN:
Stock No:

Model Information

Model Year: 2015
Division: GMC
Model: TK15906 - Yukon XL: 4WD

Distrib.Entity: FLT Fleet
Allocation Group: YKNXL

Order Type: FNR-Fleet Commercial

Fleet Information

Primary FAN: 869775
PO Number:

End-User FAN:

Configuration Information

PEG: 3SA
Primary Color: GAZ - Summit White
Engine: L83 - Engine, 5.3L EcoTec3 V8
Transmission: MYC - Transmission, 6-speed automatic, electronically controlled
Trim: H2T - Cocoa/Dune, Premium Cloth Seat Trim
Emissions: FE9 - Emissions, Federal requirements
Requested TPW:

Options: A31, AKO, AQQ, ARN, AT6, AU3, AVF, AY0, AZ3, B30, B58, BTV, C49, C6H, CJ4, DL8, FE9, G80, GU6, IO5, JL1, K05, K34, KC4, KG4, KI4, KNP, L83, MYC, NHT, NQH, R9Y, RKX, SAF, T3U, TB4, TG5, U2M, UE1, UHN, UK3, UQA, UVC, V54, VK3, VQ2, VV4, Z82, ZY1

Hide Descriptions

A31 : Windows, power

AKO : Deep Tinted Glass

AQQ : Remote Keyless Entry

ARN : Seats, third row manual 60/40 split-folding bench, fold flat

AT6 : Seats, second row 60/40 split-folding bench, manual

AU3 : Door locks, power programmable

AVF : 2015 Interim Processing Code

AY0 : Air bags, frontal and side-impact for driver and front passenger and head curtain side-impact for all rows in outboard seating positions

AZ3 : Seats, front 40/20/40 split-bench, with Premium Cloth, 3-passenger,

B30 : Floor covering, color-keyed carpeting

B58 : Floor mats, color-keyed carpeted first and second row, removable

BTV : Remote vehicle start

C49 : Defogger, rear-window electric

C6H : GVWR, 7500 lbs (3402 kg)

CJ4 : Climate control, tri-zone automatic with individual climate settings

DL8 : Mirrors, outside heated power-adjustable, body-color, manual-folding

FE9 : Emissions, Federal requirements

G80 : Differential, heavy-duty locking rear

GU6 : Rear axle, 3.42 ratio

IC5 : Audio system, 8" Diagonal Color Touch Screen with IntelliLink

JL1 : Trailer brake controller, integrated

K05 : Engine block heater

K34 : Cruise control, electronic

KC4 : Cooling, external engine oil cooler, heavy-duty air-to-oil

KG4 : Alternator, 150 amps

KI4 : Power outlet, 110-volt, 1 1 Amp, 150 Watt

KNP : Cooling, auxiliary external transmission oil cooler, heavy-duty air-to-oil

L83 : Engine, 5.3L EcoTec3 V8

MYC : Transmission, 6-speed automatic, electronically controlled

NHT : HD Trailering Package

NQH : Transfer case, active, 2-speed electronic Autotrac

R9Y : Fleet Free Maintenance Credit

RKX : Tires, P265/65R18 all-season, blackwall

SAF : Tire carrier, lockable outside spare

T3U : Fog lamps

TB4 : Liftgate, manual

TG5 : Audio system feature, CD player

U2M : Audio system, SiriusXM and HD Radio

UE1 : OnStar, 6 months of Directions and Connections plan for 6 months

UHN : Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) bright machined aluminum

UK3 : Steering wheel controls, mounted audio controls

UQA : Audio system feature, Bose premium 9-speaker system

UVC : Rear Vision Camera

V54 : Luggage rack, roof-mounted black

VK3 : License plate front mounting package

VQ2 : Fleet processing option

VV4 : OnStar with 4G LTE

Z82 : Trailering equipment, heavy-duty

ZY1 : Solid Paint

GREINER EST. 1970

307.261.3754
Brett.Osborne@GreinerMotors.com
~Casper~Douglas WY
Ford~RAM~GMC

Evert,
Here is 2015 GMC Yukon (Extended XL)
BID price $41,380.00 after discounts

Thank you, Brett Osborne

► Save in Stored Configurations

CANCEL BACK

CNGP530 VEHICLE ORDER CONFIRMATION 02/06/15 10:31:17

==> _____ _____ Dealer: F56402

2015 EXPEDITION Page: 1 of 1

Order No: 0001 Priority: C3 Ord FIN: QS044 Order Type: 5B Price Level: 520

Ord Code: 102A Cust/Flt Name: CASPER MT SCI PO Number:

		RETAIL			RETAIL
K1G	4X4 XL EL	$45625	153	FRT LICENSE BKT	NC
	.131" WHEELBASE			SP DLR ACCT ADJ	
Z1	OXFORD WHITE			SP FLT ACCT CR	
C	CLOTH BUCKET			FUEL CHARGE	
H	EBONY		B4A	NET INV FLT OPT	NC
102A	EQUIP GRP	(3495)		DEST AND DELIV	1195
	.SSV PACKAGE		TOTAL	BASE AND OPTIONS	45230
99T	.3.5L ECO V6	NC	TOTAL		45230
446	.6-SPD AUTO O/D	NC	*THIS IS NOT AN INVOICE*		
TDR	.265/70R17 OWL	NC			
186	BLACK RN BOARDS	435			
41H	ENGINE HEATER	35			
425	50 STATE EMISS	NC			
536	TRAILER TOW	560			
875	FLD FLAT 3RD RW	875			

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S099 - PRESS F4 TO SUBMIT QC03176

GREINER EST. 1970

307.261.3754
Brett.Osborne@GreinerMotors.com
~Casper~Douglas WY
Ford~RAM~GMC

Evert,
Here is 2015 Expedition EL (Extended) XL
BID price $34,243.00* after discounts
*Added running baords-can remove for credit of $379.00 each unit.
Thank you, Brett Osborne

CNGP530 VEHICLE ORDER CONFIRMATION 02/05/15 12:39:21

==> _____ _____ Dealer: F56402

2015 EXPEDITION Page: 1 of 1

Order No: 0001 Priority: C3 Ord FIN: QS044 Order Type: 5B Price Level: 520

Ord Code: 101A Cust/Flt Name: CASPER MTN SC PO Number:

		RETAIL
K1G	4X4 XL EL	$45625
	.131" WHEELBASE	
Z1	OXFORD WHITE	
C	CLOTH BUCKET	
D	DUNE	
101A	EQUIP GRP	1195
58B	.AM/FM SINGLE CD	NC
	.FLD FLAT 3RD RW	
99T	.3.5L ECO V6	NC
446	.6-SPD AUTO O/D	NC
41H	ENGINE HEATER	35
536	TRAILER TOW	560
153	FRT LICENSE BKT	NC
	SP DLR ACCT ADJ	
	SP FLT ACCT CR	

		RETAIL
	FUEL CHARGE	
B4A	NET INV FLT OPT	NC
	DEST AND DELIV	1195
TOTAL	BASE AND OPTIONS	48610
TOTAL		48610

THIS IS NOT AN INVOICE

F1=Help F2=Return to Order F3/F12=Veh Ord Menu

F4=Submit F5=Add to Library

S099 - PRESS F4 TO SUBMIT QC03176

GREINER EST. 1970

307.261.3754
Brett.Osborne@GreinerMotors.com
~Casper~Douglas WY
Ford~RAM~GMC

Evert,
Here is 2015 Expedition EL (Extended) XLT
BID price $37,233.00* after discounts
*This is XLT includes carpet, center console, alum wheels
Thank you, Brett Osborne

Internal Revenue Service
District Director

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: APR 24 1997

Casper College Foundation
125 College Dr.
Casper, WY 82601-4612

Person to Contact:
Gordon Schnur
Telephone Number:
513-241-5199
Fax Number
513-684-5936
Federal Identification Number:
83-6003050

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in August 1963 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

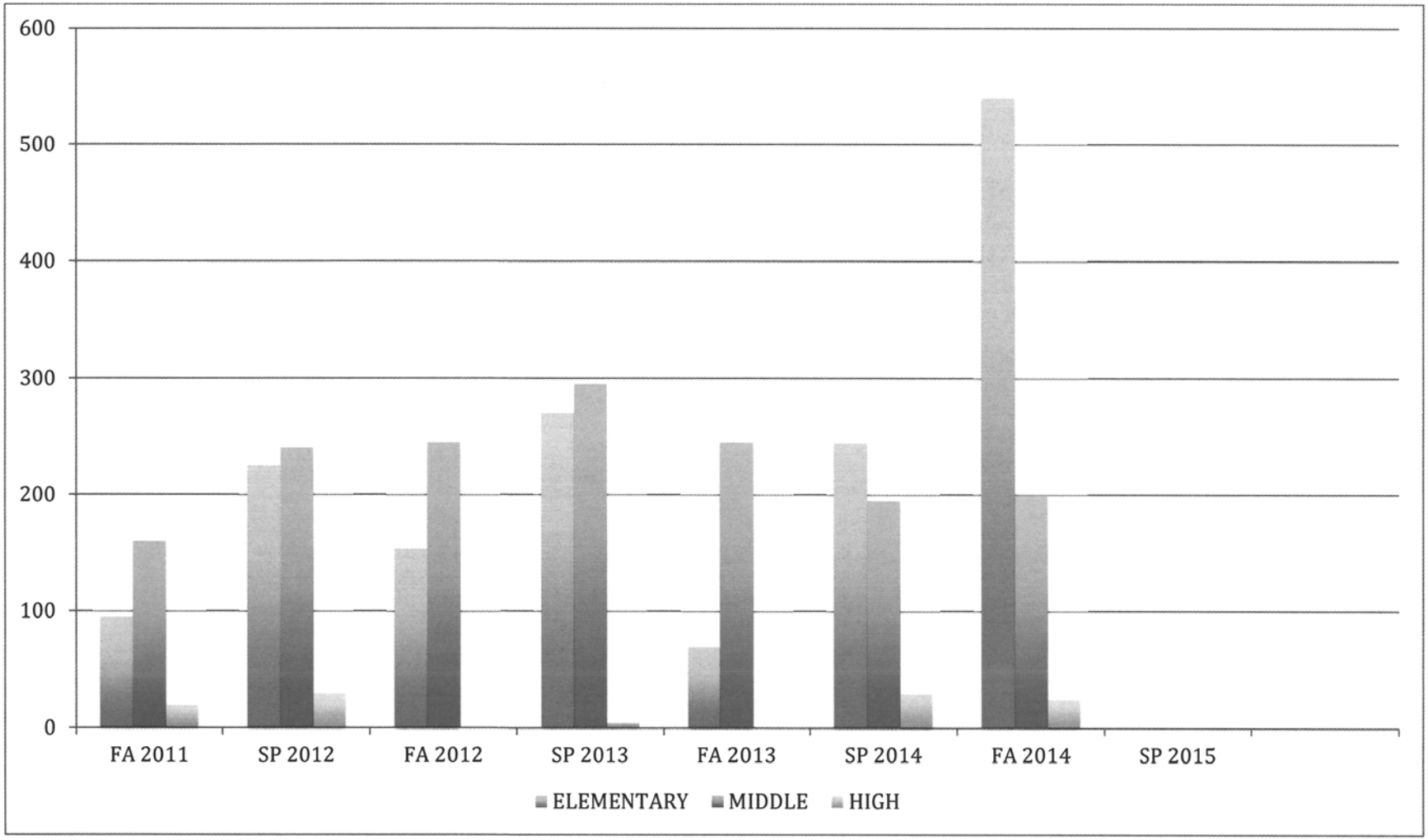
This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of $20 a day, up to a maximum of $10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

NUMBER OF NCSD STUDENTS ATTENDING CMSS



OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 1, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 100,000

PROJECT DESCRIPTION

Project Name: Health Department Vehicles

Name and Address of Sponsoring Organization/Agency:

City of Casper – Natrona County Health Department
475 South Spruce Street, Casper, Wyoming 82601
EIN: 83-0287956

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Kelly N. Weidenbach, DrPH, MPH
Executive Director
City of Casper – Natrona County Health Department
475 South Spruce Street
Casper, Wyoming 82601
Office: 307-577-9722
Email: Kelly.weidenbach@cnchd.org

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

We are proposing to purchase one department vehicle (not exceeding $25,000 per vehicle) per year for FY15, FY16, FY17, and FY18, and are asking for a total of $100,000 for the four year funding period. This project entails purchasing a total of 4 vehicles for local health department use. These vehicles may include compact cars, sedans, and small, sports utility vehicles (SUV). The vehicles will be used for community-based, public health nursing services and environmental health services. The vehicles will be used for our Adult Health (home health), Maternal and Child Health, Disease Prevention (clinical services), and Environmental Health (health inspection and licensure) programs. The vehicles will be used only for official department business and will only be driven by health department staff. The vehicles, when not in use, will reside at our health department's location on 475 South Spruce Street. We have a number of current vehicles that are aging, and will need to be replaced soon. Without reliable vehicles, our staff are unable to perform their regular work duties. Without 1% funds, we will be unable to proceed with vehicle purchases.
Please find the list of currently-owned department vehicles as supporting documentation.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

If approved and purchased, the vehicles will be owned by the City of Casper-Natrona County Health Department, which is a public entity.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The project will serve the entire Natrona County community for community-based health services. Specific populations served include: chronically-ill older adults and persons with disabilities (Adult Health program), pregnant women, perinatal women and babies (Maternal and Child Health program), and then local businesses that require health department licensure and inspection (Environmental Health program). The total numbers of individuals served by the programs are listed here:

- Public influenza vaccination clinics (mostly held off-site at Casper Senior Center) – approximately 3,500 people vaccinated for influenza per year
- Maternal and Child Health Home Visits – approximately 1,200 mom/baby pairs per year
- Adult and Child Abuse and Neglect Allegation Investigations – approximately 20 per year
- Home Health and Chronic Disease Case Management Visits – approximately 4,600 home visits per year for 100 adult health clients.
- Medicaid Eligibility Reviews (LT101s) – approximately 1,300 per year
- Businesses and Other Facilities Needing Environmental Health Inspections (twice per year): 670

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

We have no other funding sources for this project. If 1% funds are not approved, we will be unable to purchase the vehicles.
In FY2014, our department received $25,000 from County 1% funds for implementation of electronic medical records (EMR).

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

We propose to purchase one vehicle within each fiscal year for each year that the 1% funds are offered. Therefore, we propose to purchase a total of 4 vehicles with each vehicle not exceeding $25,000. One vehicle will be purchased in FY15, one in FY16, one in FY17, and one in FY18.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

This project addresses priorities identified in the citizen survey, including senior citizen services (ranked #4), community health services (ranked #5), and human services (ranked #8).

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Health Department Vehicles

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$25,000	$25,000	$25,000	$25,000
Grants:				
Private	$0	$0	$0	$0
Federal	$0	$0	$0	$0
State	$0	$0	$0	$0
*Donations (cash)	$0	$0	$0	$0
*Donations (in-kind)	$0	$0	$0	$0
Project Income	$0	$0	$0	$0
**Loans	$0	$0	$0	$0
TOTAL FUNDING AVAILABLE	**$25,000**	**$25,000**	**$25,000**	**$25,000**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

No capital project costs are estimated at this time. This estimate was developed by our Executive Director with assistances from our Administration Manager.

Engineering/Architectural Fees (Design/Construction Administration)	$0
• Contingency	$0
Land Costs	$0
Construction Costs (Labor and Materials)	$0
• Contingency	$0
Furnishings	$0
Equipment Acquisition	$0
TOTAL	**$0**

Estimated Annual Operating/Maintenance Costs $600 per year per vehicle = $2,400

The County Road and Bridge provides free maintenance on all department-owned vehicles. The costs above include incidental vehicle maintenance costs (i.e. wiper blades, etc) and fuel costs. Fuel costs per vehicle are estimated at $550 per vehicle per year.

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The department budgets for vehicle operating and maintenance costs. The revenue sources for this costs include city tax revenue and county tax revenue. We do not anticipate an increase in our department's overall budget for the operating and maintenance costs associated with the vehicles purchased as part of this 1% fund project.

Summary of Current Vehicles Owned by City of Casper-Natrona County Health Department

Year	Make	Model	Mileage
2007	Ford	Focus 5 Dr	38756
2007	Ford	Focus 4Dr Sedan	39242
2008	Chevy	Equinox	75281
2012	Ford	Escape	19425
2001	Mercury	Sable	66601
2002	Chevy	Ventura Van	80600
2005	Ford	Taurus	17489
2001	Dodge	Neon	61570
2003	Chevy	Trailblazer	81608
2005	Ford	Taurus	32931
2005	Chevy	Trailblazer	105268
2004	Dodge	Durango	87478
2007	Chevy	Equinox	78545
2002	Chevy	Eldorado Bus	122620
2010	Ford	Fusion	41018
2008	Chevy	Silverado Truck	168047
2000	Chevy	Lumina	43841

CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

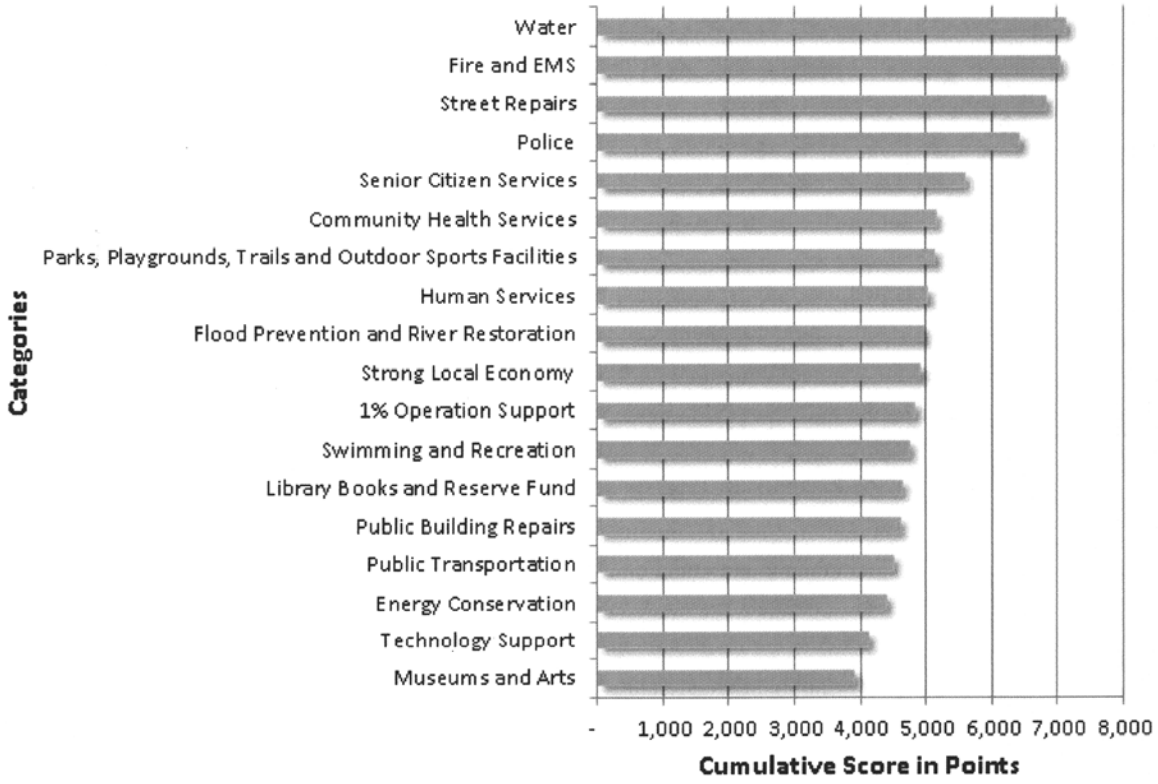
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date February 6, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $Up to but will not exceed $46,500.00

PROJECT DESCRIPTION

Project Name: Sports Event Timing System(s); Start Finish Line(s); Event Clock(s)

Name and Address of Sponsoring Organization/Agency: Casper Sports Alliance, 139 West 2nd Street, 1B, Casper, Wyoming 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

John Giantonio, 139 West 2nd Street, 1B, Casper, Wyoming 82601; john@visitcasper.com; 307-234-5362

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The city of Casper and Natrona County enjoy many ongoing annual and newly developed sports events that occur in WYOCITY each year. These events enjoy popularity and growth because of the destination and the quality of the event and competition. Participants often compete for the comradery, the cause, but mostly for the competition.

Event organizers in Casper have a need for timing systems, start finish lines and event clocks for their events. The Casper Sports Alliance, Wyoming State Games, Windy City Striders, Fat Fish Racing, 307 Core Challenge, Casper Area Mountain Bike Youth Racing and the Nordic Club are just a few who use these systems annually. Beginning in 2015, Casper will host a USA Cycling American Mountain Bike Challenge – a qualifier for the National Championship. In early 2016, Casper will be hosting the WHSAA Nordic Skiing Championship on Casper Mountain. Both these events will require an accurate system for timing. The USCAMB will be an annual event – eventually leading to Casper hosting the National Championship.

Casper Mountain is the site for one of the most successful events – the Skunk Hollow Sneaker Chase – hosted by the Windy City Striders. The Striders also host approximately 13 events annually. One of those events is the Wyoming State Games 5K and 10K race which supports Wyoming's Special Olympics. As a part of the Wyoming State Games a summer biathlon – mountain biking and shooting is hosted at the Nordic Center.

The 307 Core Challenge supports the Troopers and 2015 will be their second year of hosting this event. The 307 Core Challenge was well received in its inaugural year and is beyond a typical mud run with its series of obstacles.

Fatfish Racing hosts events throughout the year which are open to all to participate. The Casper Sports Alliance is partnering with Fatfish to create other and expand on current mountain bike events to be held here. Fat Fish hosts many events like the Rattlesnake Gravel Grinder, a 60 & 120 mile competition, but not all are biking. Events like the Cold Avenger Winter Triathlon and the snowshoe events held on the Eadsville trail on the Mountain provide a winter time opportunity for our citizens to lead a healthy lifestyle.

The Nordic Club is actively hosting events at the Nordic Center and its trails. These competitions are providing opportunities for everyone and will be very involved with the WHSAA 2016 Nordic Skiing Championships. You would be surprised to see the parking lots filled with school buses and cars of fans cheering on the competitors from around the state.

As our capabilities grow so do our opportunities to bring more people to Casper - improving our economy and quality of life. The USCAMB will allow us to develop a series of events where competitors will accrue points in the USA Cycling system. As the Biathlon Center is developed, the opportunity to host events on-site provides opportunities with events like snowshoeing, fat biking and Orienteering. We are also working on the development of a series of running events around the annual solstices occurring in Casper.

All of these events are promoted through the Casper Sports Alliance and the Casper Area Convention & Visitors Bureau, as well as the clubs. It is our intent to attract competitors to these events from beyond the borders of Natrona County. These events create an infusion of new money into the county and city through direct spending and additional tax revenue – including the Optional 1% #15 Sales Tax.

Your support for our request is a one where our events will repay the system event-by-event.

TIMING SYSTEM

Timing systems allow for establishing personal best times as well as placing in their category and overall is a big component of people's participation. To ensure the athletes are recording accurate times and laps; a quality timing system needs to be in place for the event. Currently, many events are using timing systems that require manual entry of each competitor's time which can get confusing and can cause inaccuracies. Other automated systems available for rent are often booked by other events and come with high rental fees.

The provision of two automated timing systems (mountain events and in-city events) will make for one of the most important aspects of our events to be addressed. The timing systems will be made available through a reservation system and their use will be for events with trained personnel. The timing systems will be available only to organizations based in Natrona County or that have a working relationship with an organization based in Natrona County. The use of the timing systems outside Natrona County will not be permitted.

Included in the Timing System request is the software and hardware necessary to operate the systems and provide the conversion to supply results to competitors and National Governing Bodies.

START FINISH LINE

As important to the Timing System is the Start Finish line for events. This portal is a focal point for the event where exciting starts and often dramatic finishes occur. The start finish line also provides a place where sponsors for the events are recognized for their support. A start finish line is also the "place" where fans of the event can gather and it is where the event is built around. Due to Casper's unique weather, a sturdy system is necessary. A system that is easily assembled and transported for use by the user groups is key to the systems we have identified as being the best.

CLOCK

As with other sports events, the "clock" is a major point of focus for the event. It allows for the audience and the competitors to know where they stand during the course of the event. In some events, the competitors are racing the clock as well as the others in the race. A single uniform clock will provide the single time for the event.

FUNDING

Each of the users groups are in agreement to budget event-by-event in which funds derived from the use of the timing system, start finish line and clock will be used to support any maintenance, storage, transport or expansion needs of the system in the future.

Operating costs for the systems will include operators and managers at each event required to confirm and submit times to the appropriate organizer or national governing body. These costs are the responsibility of the organizer.

We have identified several providers who can supply the needed systems, but the one for timing stands out above all others with the quality of the system provided. Its adaptability for our needs, expansion and maintenance makes it a front runner. This funding is inclusive of the Timing system – antennas, mats, etcetera; tag encoder and software, laptop(s) and printer(s). Additionally, the start finish system is one that can withstand the strains of a Wyoming wind and provide space for sponsors, cameras and clocks as well as the timing system. The event clock provider is one that has the appropriate size that can easily be used by all our events.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Casper Sports Alliance will become the owner of the timing systems. As a 501 c 3 organization the non-profit status has been achieved. We will be the clearinghouse for sports events held in Natrona County where organizers can schedule use of the equipment for their events. We have coordinated our efforts with the user groups and will manage their use with our partners.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The population served will include all the residents and visitors to Natrona County to participate in the events hosted here annually. Estimated numbers is approximately 15,000 – 20,000 annually based on the number of events currently hosted and projected for future development.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Currently the optional 1% #15 sales tax is the main source for funding of this project. We have received commitments of support from the Windy City Striders, Fatfish Racing and the Casper Sports Alliance has also budgeted support (see attached budget). Without your support, yes, the project will go forward albeit more slowly as it will require long-term entry fees and potential sponsors to accrue the funds necessary. However, it is important to note that these events provide unique and important support of the optional 1% #15 sales tax. Sports events hosted in Casper annually by the Casper Area Convention & Visitors Bureau and the Proud to Host the Best Committee contribute more than $83,000 annually to the tax. Sports events in Casper by all organizers generate more than $197,564.91 to the 1% #15 tax.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project, with the requested funding, will be completed before the end of 2015. No future use of the Optional Sales Tax or other public source is anticipated. Our expectation is that a maintenance fund will be established and supported by user fees associated with this project.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)
Yes! This project fulfills several components of the citizen survey. Included in that is: Outdoor sports facilities, recreation, 1% operation support, strong local economy and to a certain degree technology support.

Our current outdoor sports facilities that are not of the traditional stick and ball, have no infrastructure available at all. Having this type of support will provide an exponential leap forward in meeting the needs of a valued user group(s). As a community, we have to provide alternative opportunities for our citizens – of all ages to compete in events that, at this time, aren't main-stream but provide them with an opportunity to pursue a healthy lifestyle. These systems are necessary technology for the sports we are currently hosting in Casper. Having these systems will allow us to attract more outside competitors to our events who will contribute to our economy through day-visitors and overnight stays.

The events hosted will be constantly contributing to the city through the various taxes collected, improved direct spending and taxes returned from Cheyenne. The economics of these events that occur throughout the year impact Casper in such a positive way that the enhancement of our programs will bring us to a level where we will become a desired location for people to compete in our events. In 2014, 14 events held in Casper provided more than $19 million in direct spending. This figure does not include the $197,564.91 collected by the Optional 1% #15 Sales Tax.

The addition of our request will make our events better and easier to recruit new ones in the future. In addition, quality events make for a higher quality of life. Human resources executives in Natrona County will confirm that by having sports events in the destination contribute to their ability to recruit better candidates for their business.

The Optional 1% #15 Sales Tax provides excellent services to the citizens of Casper and the 1% symbol is seen on those existing projects and programs across the city. Recognition of the 1% support of the user groups mentioned in this application will be present by having the appropriate signage on the Start Finish line.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Sports Event Timing System(s); Start Finish Line(s); Event Clock(s)

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$46,500	$	$	$
Grants:				
Private	$	$	$	$
Federal	$	$	$	$
State	$	$	$	$
*Donations (cash)	$5,000	$	$	$
*Donations (in-kind)	$	$	$	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$51,500**	**$_____**	**$_____**	**$_____**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Cost estimates were provided by AccuChipUSA, Inc., The Race Director Software, Exhibit and Display Truss.com, Big Time Clocks and Panasonic.

Engineering/Architectural Fees (Design/Construction Administration)	$_____
• Contingency	$_____
Land Costs	$_____
Construction Costs (Labor and Materials)	$_____
• Contingency	$_____
Furnishings	$_____
Equipment Acquisition	$_____
TOTAL	**$**_____
Estimated Annual Operating/Maintenance Costs	$_____

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

Operating costs will be provided by the organization using the systems. No maintenance costs will be included in our application. The users of the systems have agreed to build-in fees to support all future maintenance needs for our systems.

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Attn: Casper City Council Members

RE: Sports Event Timing System

The Windy City Striders is a local community running group made up completely of volunteers. We are a 501(c)3 organization. In addition to the established races that we put on every year; Resolution Run, Winter Series (5) Races, Tuesday night Mt. Trail Runs, Summer Series, Skunk Hollow Trail Run and monthly 2 mile challenge races, we assist with other races that support local charities. We assist with the Casper Marathon each year that brings in runners from all 50 states, (over 600 participants in addition to family members) We help with the Casper Chase each year and MANY local fun runs. We assisted with a run last year that brought in over $13,000 for Retts Syndrome research. We supported young gymnasts who competed on a national level in Texas.

The monies received from our members are funded directly back into the organization. We provide member T-shirts, awards and refreshments at each race. We purchased a time clock last year with funds we received from helping with the K2 Mud Run Event.

At some events we've had over 300 participants. At this point we have a manual timing system that requires at least (3) people minimum to do the timing at the end of each race. Depending on the size of the race, we successfully capture accurate times for 85-90% of the participants. (It is much lower for races that have over 100 people).

Because we are trying to grow our membership and attract people from out of town, we realize we need to provide a robust timing system. We have checked in to different timing systems and the associated costs make it prohibitive to purchase from funds we receive from our members. We have set money aside each year towards timing systems and have $4,000 in the budget to spend. The most cost effective and robust timing system we've found is the same one we reviewed with the Casper Sports Alliance. As an organization, we feel that if we can provide a more effective and professional timing system, we will be able to attract more members as well as runners from other states. We will be able to focus our energies and funds on marketing and developing a more comprehensive race schedule that does not require manual timing.

The Windy City Striders will set aside funds to help with maintenance, storage and replacement of certain components that may need to be updated or replaced over time.

We join with the Casper Sports Alliance Organization in the request for a timing system to support all sports activities in Natrona County.

Sincerely,

Marlene Short

President, Casper Windy City Striders

Fat Fish Racing

City of Casper
Optional 1% #15
Attention: Mr. John Patterson
City Hall
200 North David Street
Casper, WY 82601

Dear Mr. Patterson:

Fat Fish Racing has been hosting events in Casper and Natrona County that are open to all for more than 5 years. Fat Fish is very involved with the development of programs like CAMBYR – Casper Area Mountain Bike Youth Racing and the Casper College Mountain Biking Club.

Working in cooperation with other event organizers like the Casper Sports Alliance, we see our city as becoming a new hotbed for Mountain Biking and other sports competitions. In order to make these events more successful having a quality feel at those events is important to their overall success and long-term growth.

It's with this letter that we are in support of the Casper Sports Alliance's application for funding a timing system, start finish line and event clock. Those systems will be very important to the events that occur on Casper Mountain and in the city. With the schedule of events coming to Casper in 2015 and beyond, our ability to put on a first-rate event will allow us to bring those events back well into the future.

Sincerely,

Adam Leiferman
Fat Fish Co-Founder

Leif Vern Johansson
Fat Fish Co-Founder

WYOMING
STATE GAMES

Wyoming State Games
P. O. Box 2396
Casper, Wyoming 82602
307.232.0155
directors@wyomingstategames.com

January 30, 2015

John Patterson, City Manager
City of Casper
City Hall
200 North David Street
Casper, WY 82601

RE: Casper Sports Alliance funding request

Dear Mr. Patterson:

The Wyoming State Games has been and will continue to host sporting competitions in Casper and Natrona County open to all ages. Working in cooperation with the Casper Sports Alliance has been beneficial to the state games, as it allows the number and types of sports offered to expand with an increase in the number of participants attending our events in Casper. In this spirit I support the Casper Sports Alliance's application for funding a timing system, start finish line and event clock. These materials and timing system will be important to events that occur in Casper. With the schedule of sporting events coming to Casper in 2015 and beyond, the ability of the Wyoming State Games to put on well-staged events would be greatly improved by the approval of the funding for this request.

Please contact me if I can provide additional information regarding this request.

Sincerely,

Shawn Powell

Shawn Powell
Director, Wyoming State Games

11
TROOPERS
DRUM & BUGLE CORPS
1801 East 'E' Street • Casper, Wyoming 82601 • (307) 472-2141

City of Casper
Optional 1% #15
Attention: Mr. John Patterson
City Hall
200 North David Street
Casper, WY 82601

Dear Mr. Patterson:

The Troopers Drum & Bugle Corps has been working on projects to further develop its community engagement and to broaden the scope of fundraising efforts. In August 2014, with the support of the City, the CACVB, and many dedicated businesses and individuals, we hosted the 307 Core Challenge in an effort to achieve some of these targeted goals. In its inaugural run, the event received a very positive response from all parties involved. We predict that participation in the 307 Core Challenge will grow substantially within the next few years.

While taking on a project so vastly different from anything we've previously attempted, we learned many valuable lessons and gained acute insight into certain areas where our event fell short. Being able to follow and monitor course participants became quite a challenge and would be much easier with the aid of additional resources. The 307 Core Challenge would benefit greatly from the ability to use a timing system and start/finish gate to help add professionalism and accountability to the competitive appeal of this project. When we looked into options for timing systems and a start/finish line last year, the costs of these components made it impractical for us to have access to them.

We are very excited for, and supportive of, the Casper Sports Alliance's submission of an application for funding a timing system, start finish line and event clock. Having these systems available locally will enhance our project tremendously and may encourage the development and additional community-focused projects by more organizations and nonprofits.

Sincerely,

Mathew Krum
307 Core Challenge Committee
Troopers Drum & Bugle Corps

ARTS. PARKS. HISTORY.

Wyoming State Parks & Cultural Resources

Non-Motorized Trails Program
State Parks, Historic Sites & Trails
2301 Central Ave., Barrett Bldg 4th
Cheyenne, WY 82002
307-777-8557
307-777-6005 (fax)

City of Casper
Optional 1% #15
Attention: Mr. John Patterson
City Hall
200 North David Street
Casper, WY 82601

Dear Mr. Patterson:

Wyoming is enjoying a new found reputation with outdoor running, biking, Nordic skiing and snowshoeing enthusiasts because of our development of State Parks for their use. Wyoming State Parks is making a concerted effort to develop its state parks like Curt Gowdy and Glendo to get more people to travel to Wyoming. Our success is evidenced by events like the Rev 3 Adventure Race that is held across the state and ends in Casper!

The Governor supports the Rev 3 race because it attracts a national audience and creates economic impact for our communities. Casper is also rising in the ranks of recognition in Wyoming because of events like these, as well as the Casper Sports Alliance's successful bid to host one of US Cycling's American Mountain Bike Challenge. Congratulations to all of you on that accomplishment!

Wyoming State Parks, Historic Sites and Trails are excited about what has been happening in the Casper area recently with the county funding of the Casper Mountain Resource Master plan. This plan addresses the many aspects and recreation value in Natrona County. In addition, Natrona County and Casper Mtn. Biathlon Club successfully partnered and received a $50,000 grant to expand the Casper Mountain & Multi Sport Complex.

While having great venues is the first start to success, operating a great event with the necessary tools to make the event special and professional is equally important. We feel that the addition of the requested timing systems, start finish lines and event clocks by the organizations in Casper will put the city and our state in a great position to host more of these events well into the future.

Recreation is great for physical and mental health, great for the economy, and the City of Casper.

Sincerely,

Paul

Paul Gritten
Wyoming State Parks, Historic Sites & Trails

Income		
Optional 1% #15		$ 46,500.00
Windy City Striders		$ 2,500.00
Casper Sports Alliance		$ 2,500.00
	Total	**$ 51,500.00**
Expense		
	Per	**Total**
Timing System	$ 18,000.00	$ 36,000.00
Software	$ 495.00	$ 990.00
Laptop	$ 2,805.00	$ 5,610.00
Start Finish Line	$ 3,895.00	$ 7,790.00
Clock	$ 555.00	$ 1,110.00
	Total	**$ 51,500.00**

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

DEPARTMENT OF THE TREASURY

Date: DEC 22 2014

CASPER SPORTS ALLIANCE
C/O AARON MCCREIGHT
139 W 2ND ST STE 1B
CASPER, WY 82601

Employer Identification Number:
47-1642491
DLN:
17053266330034
Contact Person:
SHEENA L BREWER ID# 31270
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 15, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

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

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 947

RFID RACE TIMING SYSTEMS

North American Price List – 3rd Qtr 2014

Chip Timing Systems:

Ultra 8 Timing System with 8 antenna mats = $15,000.00 USD plus freight*

Ultra 4 Timing System with 4 antenna mats = $11,000.00 USD plus freight*

Accessories for Ultra:

Replacement Antenna Mats for Ultra - $595 USD each

External Patch Antenna with cable and attachment clamp - $500 USD each

Desktop tag encoder with software (burns a unique ID number onto the UHF tags) - $800.00 USD

UHF tags for running and biking events:

The Ultra Timing System reads any UHF Class 1 Gen 2 tag on the market. You are free to buy them from any tag manufacturer on the market. We recommend the following disposable tags for running and biking events:

- **Alien Squiggle Tag (ALN- 9640 FWRW Wet Inlay) with the Higgs 3 or 4 IC** – This passive tag has an adhesive backing and can be attached to the back of the race bib. This tag can be purchased on the web from several tag resellers for as low as 14 cents each on a master roll of 20,000 tags.
- **UPM Raflatac Short Dipole with the M5 IC (Wet Inlay)** – This passive tag has an adhesive backing and can be attached to the back of the race bib. This tag can be purchased on the web from several tag resellers for as low as 13 cents each on a master roll of 20,000 tags.
- **UPM Raflatac Dogbone with the M4D IC (Wet Inlay)** – This passive tag has an adhesive backing and can be attached to the back of the race bib. This tag can be purchased on the web from several tag resellers for as low as 17 cents each on a master roll of 5000 tags.

UHF tags for triathlons:

- Hutag – This high performance reusable chip attaches to a standard neoprene ankle strap and works great for triathlons. The Hutag can be purchased directly from Hutag at the following weblink … http://www.hutag.com/products/96-hutag-xc-1.aspx

North America Only

Sales Agent , Al Harding, AccuChipUSA, Inc. - 3947 NW 126th Avenue, Coral Springs, FL 33065
Phone: (954) 461 6320 Email: Alan@AccuChipTiming.com Web: www.accuchiptiming.com

$495.00

Race Director Product Features

The Race Director - System designed specifically for the management of races (running, bicycle, skiing).

Includes:
-Participant setup
-Results entry
-Pre-race reports
-Post-race reports
-Labels
-Software for timing
-Individual and team scoring for single races, biathlons and triathlons.

Designed for use with Windows 7/Vista/XP/2000.
Interfaces to all major chip systems:
- MyLaps BibTag
-ChampionChip
-RFID (Accuchip)
-IPICO
-ChronoTrack
-Winning Times
-DAG
-J-Chip
-AMB
-RaceResult.com

Click on Read More for additional information on this comprehensive application.
Read More

System Features | Report Samples | Sample Screens | Downloads | Guarantee

System Features

- Comprehensive participant data base including data elements unique to your race.

- Any participant entered in a previous race can be carried forward into subsequent races without re-typing name, address, etc.
- Works for single-event races, biathlons or triathlons.
- Manage up to 999 races.
- Mailing label creation can select participants from multiple races.
- Flexible division and age groupings within each race.
- Team grouping and team relay capabilities.
- Finish line options:
  - Bar Code Scanning
  - Stopwatch program for automatic times transfer including select participant tracking
- Interfaces to all major chip systems - ChampionChip, RFID (Accuchip), IPICO, ChronoTrack, Winning Times, DAG, AMB
- Interfaces to electronic timing devices - Sprint8, Time Machine, Chronomix
- Wave Starts by division, age group or bib number range
- Track results by finish lane
- Pre-race reports including:
  - Age group and T-shirt distribution statistics
  - Bank deposit register

    - Participant listings by age group, T-shirt size and by any unique data elements for your race
    - Demographic distribution of participants
    - Team rosters
- Post-race reports including:
    - Overall finish list: male, female and total
    - Results by age group
    - Team results: detail and summary
    - Select times audit report
    - Participant finish summary mailing card
    - Series reports combining results from more than one race.

System Requirements

- Windows environment only.
- All standard operating systems supported: XP, Vista, Win-7, Win-8.
- 1280 by 720 screen resolution or greater is required.
- Race Director is not designed to run on "netbook" computers.

The Race Director - Sample Reports

Select from below to see examples of representative Race Director reports. Besides the standard reports, custom reports, specific to your individual needs can be created. Additionally, data is easily exported from the system in all of the popular formats (Text, Delimited Text, dBase, Lotus, Excel, etc.) so that you can easily create your own reports.

Statistics About Your Race	**Pre-Registration Report**	**Prior Year Results**
Pre-Race Participant List	**Age Group Report**	**Overall Results**
Triathlon Finish Report	**Personal Results email**	**Team Finish Report**

The Race Director - Sample HTML Reports

Select from below to see examples of representative Race Director HTML reports.

Pre race alpha list	**Prior Year Results**	**Overall Results**
Overall - Triathlon	**Age Group Report**	**Age Group Triathlon**

The Race Director - Sample Windows Screens

Here is a small sampling of how the screens look.

Age Group Setup	**Participant Entry**
System Tailoring	**Results Adjustments**

Satisfaction Guarantee

1. Download the entire system at no cost (see Downloads). Try out the system to make sure that your race's requirements are met. The only restriction to the demo is the number of participants allowed per race (20).
2. Let me know what requirements you have that are not met by the system. There is a good chance that your needs can be satisfied with no additional cost.
3. Send me any data you have on participants from prior year or other local races. Your participant master will be built from this data at no additional cost.
4. Phone and e-mail support is **un-limited**. Race day support is available, but must be pre-arranged.

Back to Top

Results Submission Guide

In an effort to simplify submitting results, USA Cycling is rolling out a new results submission tool that will make the process a little more intuitive. Below is a step-by-step guide on how to submit results to USA Cycling's website.

NOTE: Multiple worksheets are NOT supported, also hidden fields in excel are NOT hidden when you upload results, please make sure when you upload results that there are no hidden fields.

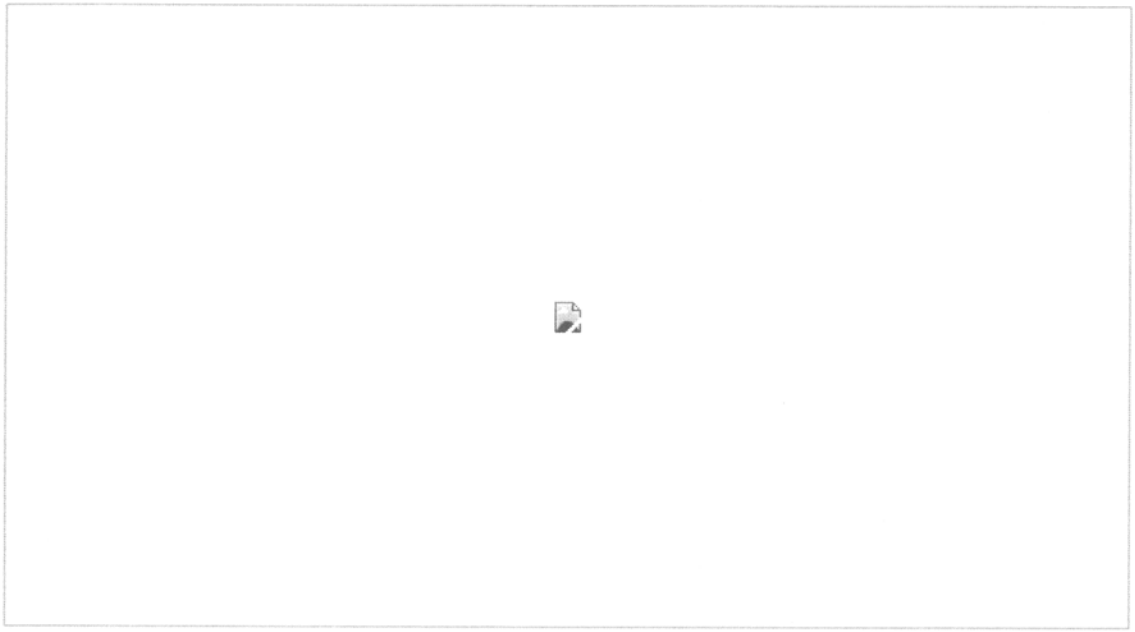
Step 1

The first step in the process is to ensure that your results file is formatted correctly. The new system can take any of the previous 18 columns (Event Organization, Event Year, Event Permit, Event Date, Event Discipline, Race Category, Race Gender, Race Class, Race Age Group, Rider First Name, Rider Last Name, Rider Bib #, Rider License #, Rider Club/Team, Rider Time, Rider Place, Race Distance, Race Distance Type) that were available, and now as few as 5 columns (Race Discipline, Race Category, Rider First Name, Rider Last Name, Rider Place) can be uploaded to create results for your event. Please be aware that without a rider's license number in place we will be unable to rank them for the event. The preferred set up for a data file can be seen below with the various columns and data type examples that should fill those columns. Once your file is set up, make sure to save it as either a .CSV or .XLS file. The new uploader can currently only accept those 2 file types. For a full run down of all values that the system will accept please check out our Results Submission Cheat Sheet. You can also download an example by clicking here.

Race Date	Race Discipline	Race Category	Race Gender	Race Class	Race Age Group	Rider License #	Rider First Name	Rider Last Name	Rider Place
9/1/11	RR	Cat 1/2	Men	Master	35+	123456	John	Doe	1
9/2/2011	Criterium	Cat 5	Women	Junior	1-18	USA19840130	Jane	Doe	2
	TT	Cat 1/2/3/4/5	Both	Senior	35-44				DNP
	XC	Open	Mixed	Single Speed					DNS
	STXC	Cat 3/4	Male	Clydesdale					DNF
	XCM		Female	A					DQ
	STR		All	B					
	DH		M	Collegiate					
	Mountain Cross		F						
	DS		W						
	CCR		A						
	Circuit Race		B						

Step 2

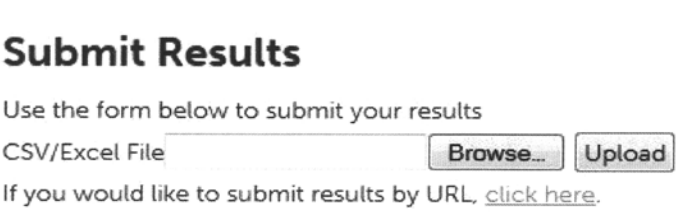
The next step in the process is to ensure that your account has permission to submit results to USA Cycling. If your permissions are set correctly, then under the "Tools" link on your "My USA Cycling" profile. Your "Tools" link should look something like below if your permissions are set up correctly. If you do not have your permissions set to allow you to submit results, contact ranking@usacycling.org with your name, license number, event name, event permit number and event date. We'll then set up those permissions for you. Please allow 3-4 business days for this process.



Step 3

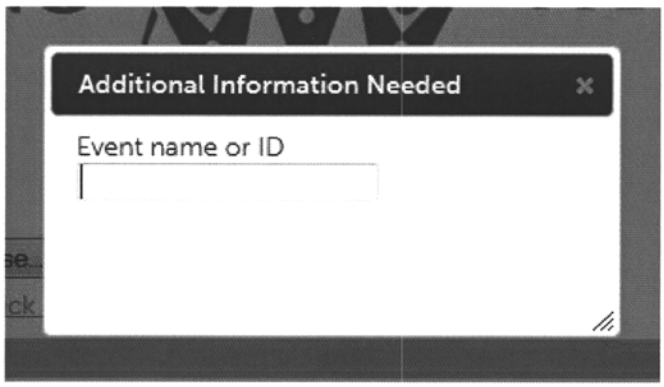
Once your permissions have been set, you are ready to upload the file you created. In your "My USA Cycling" account under your "Special USA Cycling Tools," click on the "Submit Race Results" tool. Once on the results submission screen, you should see the results uploader, pictured below. Click on the browse button, this will open a browser window which will allow you to search and select a file from your computer. Locate and double click the file you'd like to submit to select it. The browser window should disappear and the chosen file name should appear in the results

uploader box. Once you've chosen the file you'd like to submit, click the upload button.



Step 4

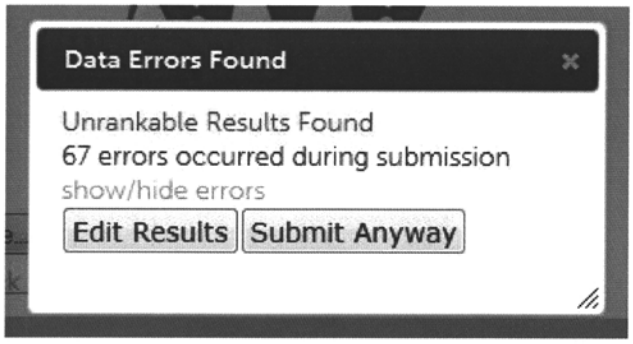
Once you click the upload button the system will start to process the file. If all of the information the system must have (Race Category, Rider First Name, Rider Last Name, Rider Place) is available in your file, and there are no mistakes, the submission will complete and you will get a successful message. If more information is needed or there are errors found in the file, a dialogue box will open asking you for the missing information regarding the results you just tried to upload. The first dialogue box, or the "Event ID" dialogue box, will ask which event you're trying to upload to, and will look like the picture below. You can either search by your "Event Name" or by the "Event ID" (if the permit number is 2011-XXXX, then XXXX is the event ID). As you enter in the event name or event ID, the system will display all events matching the search criteria. Once your event is shown below the search bar, click on it.



After the "Event ID" dialogue box, you may encounter the "Reconcilation" dialogue box. This box will pop up when you are submitting results to an event that already has results submitted for it, giving you the option to either append or replace the results already in the system. If you choose to append the results already in the system, then the existing results in the system will remain intact, and the file that you are uploading will be added to them. If you choose the replace option, the system will replace any existing results with the same date and discipline for that event with the file you're uploading. If you are appending results to a series permit, you'll also be able to choose any of the listed race dates to upload to in this screen. Once you've made your choice, click on "Process Results" button.

Step 5

At this point the system will process your results, looking for any errors that might be in the file you submitted. If no errors are found the in the results file you will receive a successful message and you can skip to Step 7. If any errors were detected in the file, the system will pop up the "Data Error" dialogue box. This means that as it was looking through your results it found some issues with the data that would cause your results not to be fully ranked. Some of those issues could be missing license numbers, license number and rider last name not matching or the system seeing that you have a class in your category field. The "Data Error" box gives you the opportunity to either edit the mistakes that might have occured or just submit the results, either correcting the data errors that it can, or giving the license number a zero in cases were the system can't rectify the data error. Most of the time you'll want to click the "Edit Results" button.



Step 6

If you click the "Edit Results" button, it will take you to the results edit screen, which highlights all of the mistakes in red. The editor groups race information allowing each race to have all results information edited in one location. For example, changing the Race Category will apply the change to all results listed under that race. This makes it easier to change information for multiple results. The new editor also allows for the submitter to create races and results for the those races without having to re-submit the file. Clicking “Add Race” in the upper right will cause the system to create a new race container. At this point you can click “Add Result” to create a result for this race. Modifying the race details (area in gray) will update all results that fall below it. The new editor also allows results to be dragged from their current race and placed under a new or different race. By clicking the blue up/down arrows at the left of each result you can move results between race containers. PLEASE NOTE that with large result sets, this drag action may be delayed depending on the speed of the computer and browser being used. This action will be faster on newer browsers because they have been optimized for this type of operation.

Quickly scanning the editor page for areas with a red border will call out any errors found within your results. Fixing these issues should allow the rankings system to properly rank the results. For instance if you were to click in the box for “Cyclo” above, clear the current value and start typing “Cyclocross” you will see a list of acceptable options appear matching the letters as you type. After you select a valid discipline value, all results for the selected race will be updated to reflect this information. Another example, in the image above, clicking the first red box next to “Tom Mahoney” will cause the “Rider Lookup” dialog to appear, giving you the options of everyone that matches the name listed, their license numbers, race age and hometown. Click on the correct license number if it's listed and the system will populate that into the results. If the correct license number isn't listed just click on the exit "X" in the top right hand corner of the dialogue box to exit. Once you are done editing the results, click on the "Save Results" button in either the top or bottom left hand corner. If you feel like you need to dump all the results and start over from scratch you can click on the "Cancel" button to the left of the "Save Results" button.

If you click on any of the license numbers highlighted in red, the "Rider Lookup" dialogue box will pop up, giving you the options of everyone that matches the name listed, their license numbers, race age and hometown. Click on the correct license number if it's listed and the system will populate that into the results. If the correct license number isn't listed just click on the exit "X" in the top right hand corner of the dialogue box to exit. Once you are done editing the results, click on the "Save Results" button in either the top or bottom left hand corner. If you feel like you need to dump all the results and start over from scratch you can click on the "Cancel" button to the left of the "Save Results" button.

Step 7

The system will let you know it's done processing your results. When completed you'll get the "Successfully Processed" dialogue box. At this point

you can choose to either load more results or view the results you just uploaded.

This Article Published September 7, 2011 For more information contact: tmahoney@usacycling.org

loading

Race Director Go

Getting Started Guide

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Race Director Go

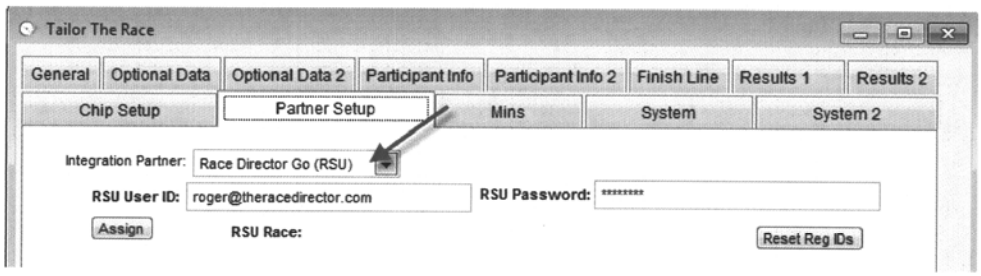
Getting Started Guide

Intro

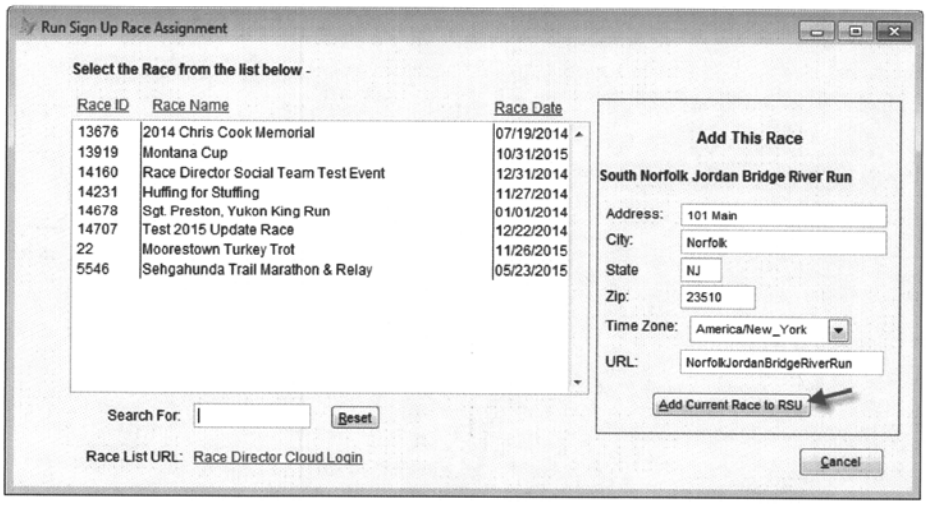
This document takes you through an example of a race where you wish to incorporate live results into your event using Race Director Go. Race Director Go gives you all of the features of Run Sign Up results, but without the requirement that you use Run Sign Up as your source of registration data. There are 3 basic steps in the process - setup, participant data uploads and live results publishing. Optionally, you can also produce participant ID labels that include a QR code for scanning directly to an individual level URL for a personal smart-phone result.

1 - Race Director Go Setup

In Tailor -> Options, go to the Partner Setup screen and select Race Director Go as the Integration Partner. Enter your Run Sign Up User ID and Password and use the "Assign" button. If you do not have a user account at Run Sign Up, you will see a link for creating a user account.



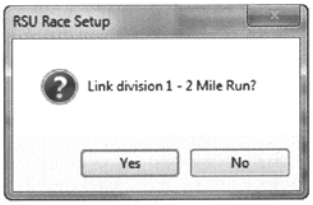
Since, in our example, the race has not been created at RSU, you can create it directly from the "Assign" screen by entering the information on the right side of that screen and using the "Add Current..." button. When using this process, be sure you've created all of the RD Divisions you intend to use for this race as this process will automatically create corresponding RSU Events.



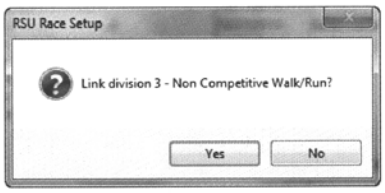
Race Director Go

Getting Started Guide

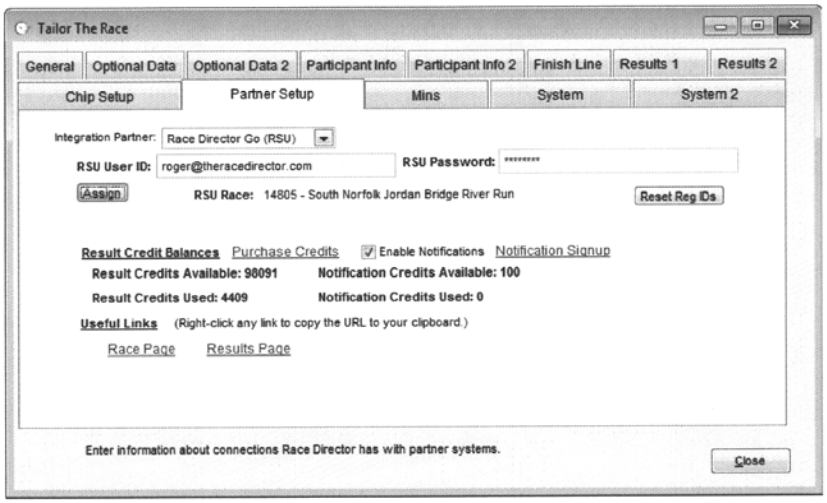
As you are setting up the race, answer "Yes" for every RD Division that you want activated for live results.



Answer "No" for any RD Division that you do not want included when publishing live results.



When you are returned to the Partner Setup screen, you'll notice some additional information.



Results Credits - You will see your credit balances for both Results and Notifications. Use the "Purchase Credits" link if there are fewer result credits than the number of finishers you expect across the divisions you're publishing live results for. If you're enabling Notifications, make sure your Notification credit balance is high enough to cover the number of participants that sign up for notifications.

Notifications - If you're going to allow notifications (text messages), participants must go through a sign-up process. The link for this is shown just to the right of the setting. If you right-click on this link, the URL needed for notifications is copied to your clipboard. You must provide this link on the race website or via email to the participants. At the bottom of this page is an "Embed" link -

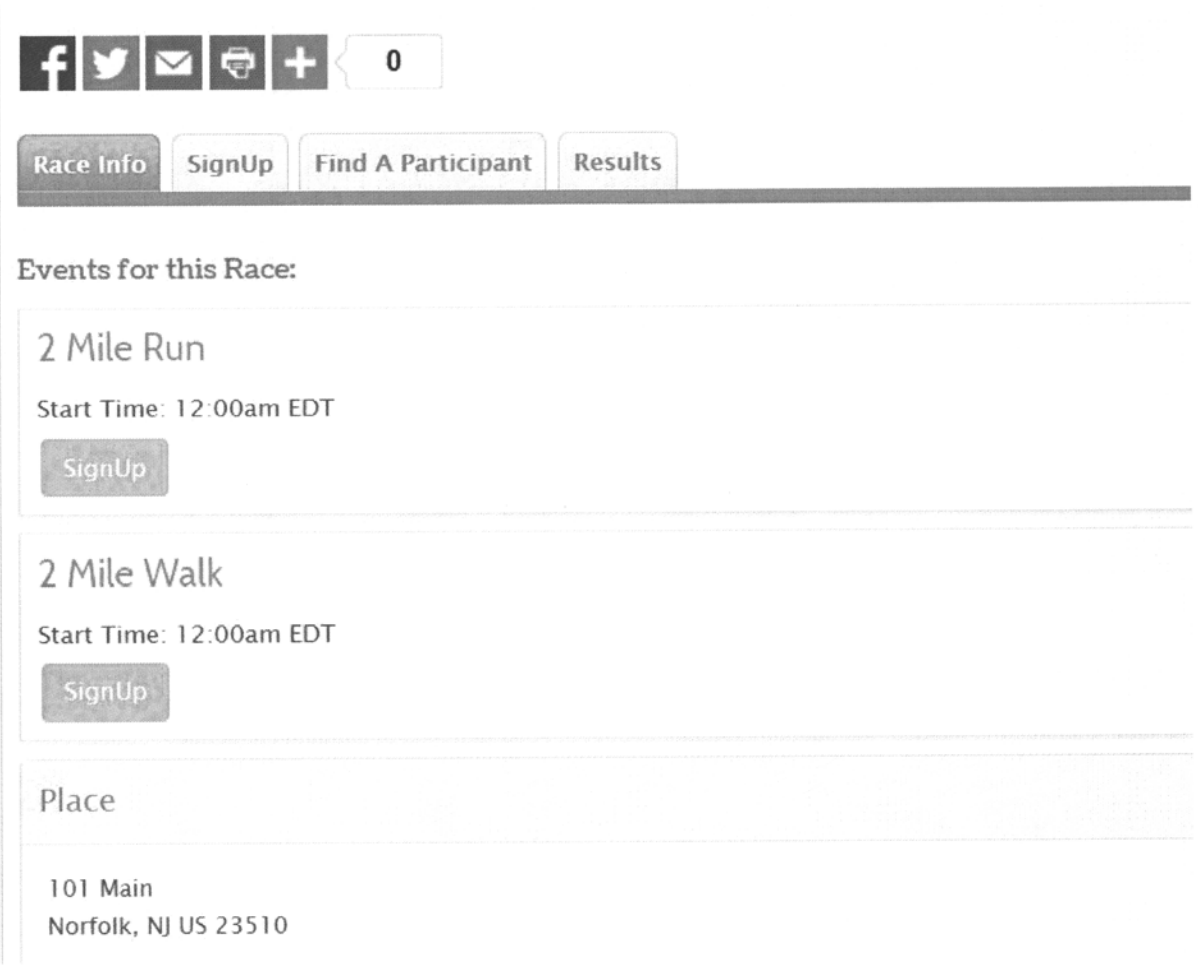
When you select this, it gives you the exact HTML syntax needed for including an embedded link for notifications on the race website.

Links - The links for the Race Director Go Race page and Race Results page are also given. A right-click on either link send the URL to your computer's clipboard for copying to your web page or participant email message.

If you are unfamiliar with how to do additional configuration of a Run Sign Up race (adding a race logo for instance), they can be contacted via email to give you a general orientation - mailto:info@runsignup.com.

2 - Uploading New Participants

Looking at the Race Page for this race, we see the two divisions we included when adding this race listed as RSU Events -

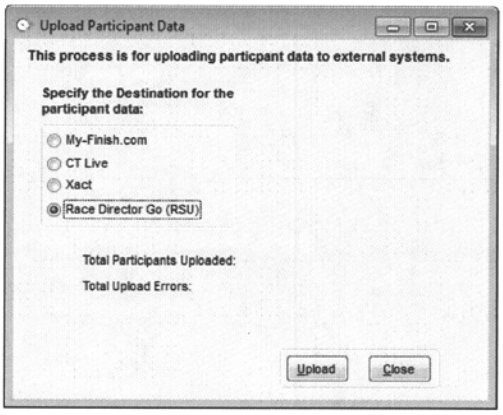


If we switch to the Dashboard for this race, we'll see there are no registered participants.

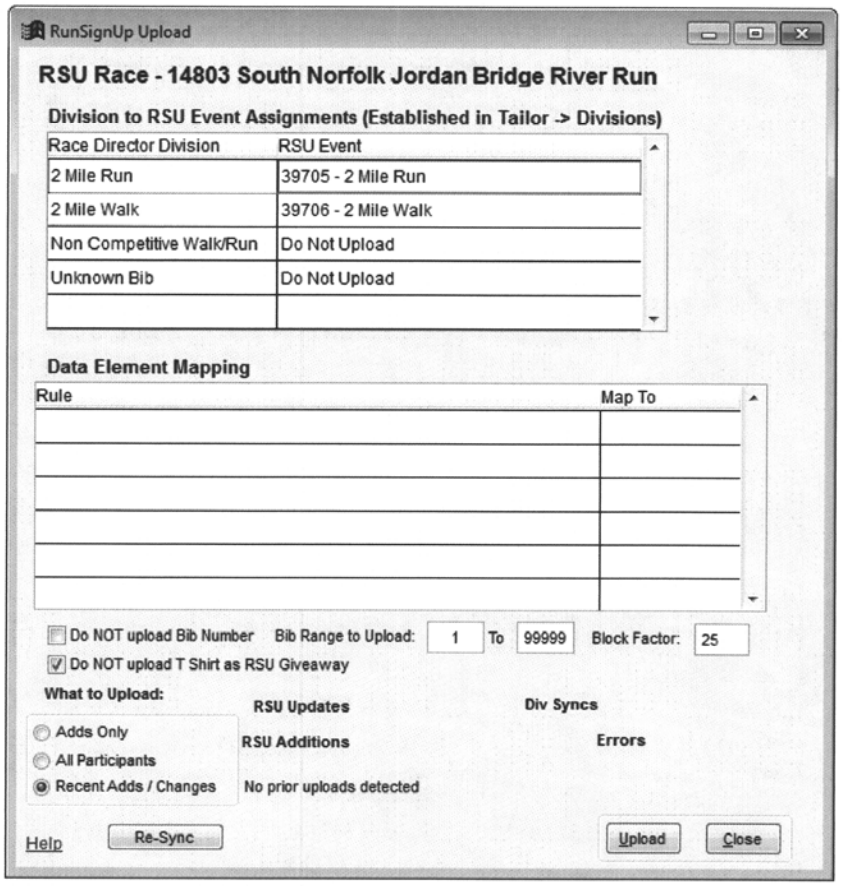
Race Director Go

Getting Started Guide

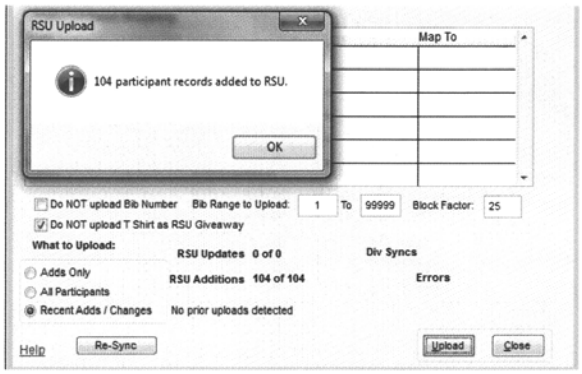
In Race Director, as we register participants, we'll use the "Upload" button from the task bar in Update -> Participants.



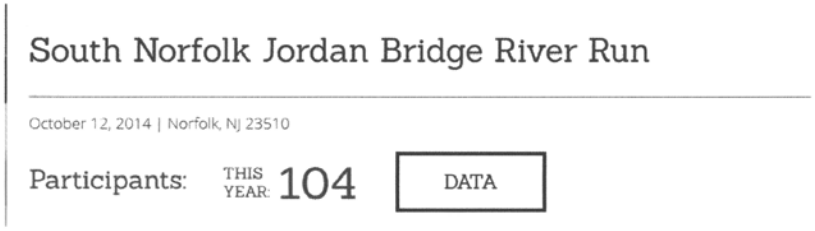
At the top of the next screen you'll see the RD Divisions and the RSU Events that are aligned with them. Use the setting for not uploading the T-Shirt sizes as RSU Giveaways.



Once participant data has been uploaded -



It should be reflected in the participant count on the RSU race dashboard.



The upload screen is designed to pick up where the last upload left off - so this process can be run daily (or more often) in the days / weeks leading up to the race.

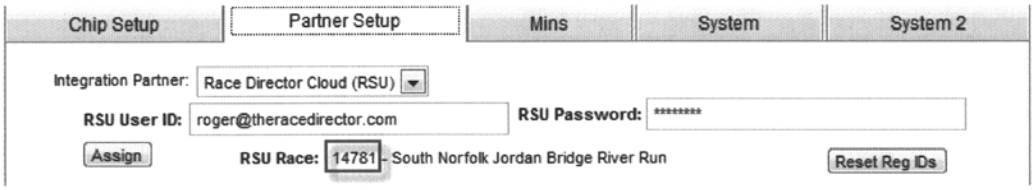
3 -Participant ID Labels with QR Codes (optional)

QR Codes Created by Bib Number Supplier

If you want to provide each participant with a QR Code, the best practice is to have the bib number supplier print this directly on the bibs. To do so, they will require the details of the URL (below). When you provide the URL, replace the "rrrrr" you see in the example below with the Race Director Go race number. Also, instruct the supplier to replace "bbbbb" with the corresponding bib number.

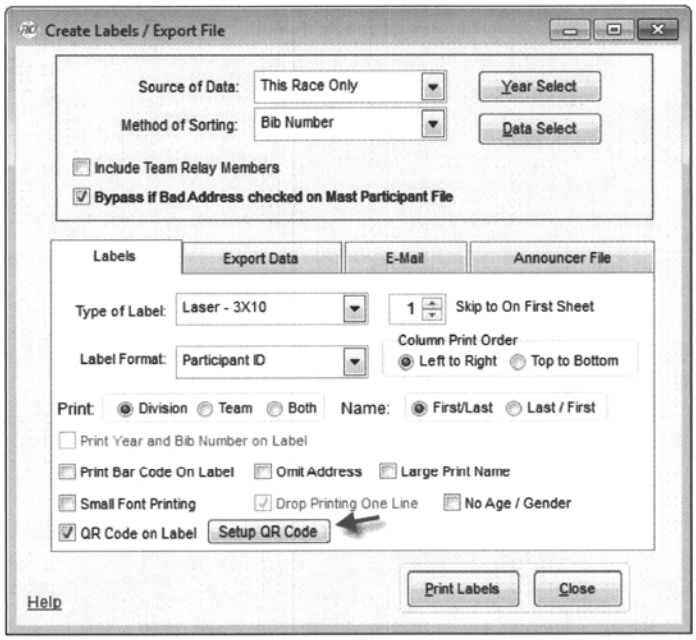
https://runsignup.com/Race/Results/rrrrrr/IndividualResult#bbbbb

For this race, "rrrrr" would be replace with



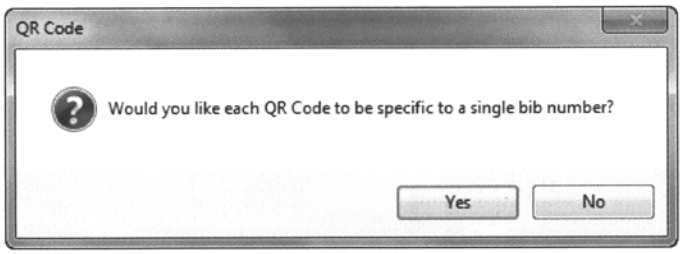
QR Coded Produced on Race Director Participant ID Labels

The setup shown below will produce a Participant ID Label in Race Director that includes a QR code.



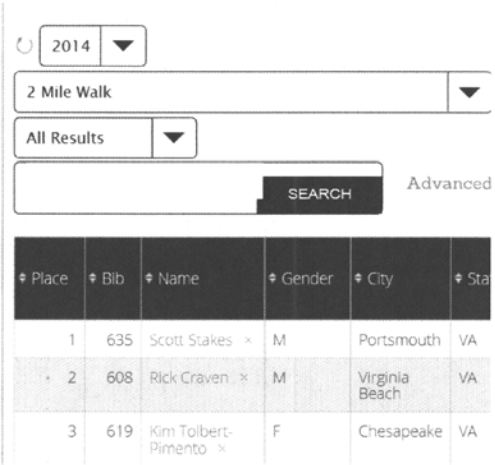
When using the "Setup QR Code" button you will encounter a couple of prompts. Answer "Yes" to the first prompt -

For the second prompt -



Yes - This will produce a QR code that is programmed to take the participant directly to their own personal result. Below is a sample of what it might look like on a smart phone.

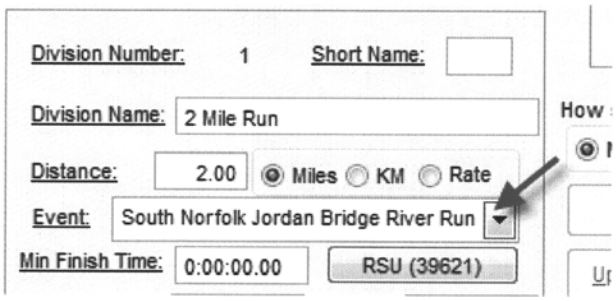
If you answer "No" - This will produce a QR code that is programmed to take the participant to a page designed specifically for the Event (RD Division) that they are registered in. See the example below.



4 - Uploading Results

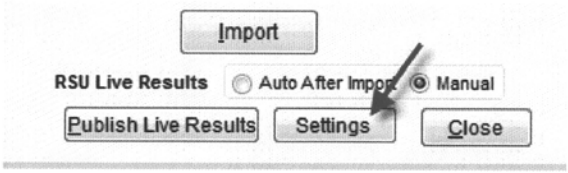
Basic Flow

The "Event" setting in Tailor -> Divisions determines whether or not results are sent to RSU. Each time you create a new race in Race Director, a single event is also created. For the RSU live results posting, it is never necessary to have more than this one, single event.

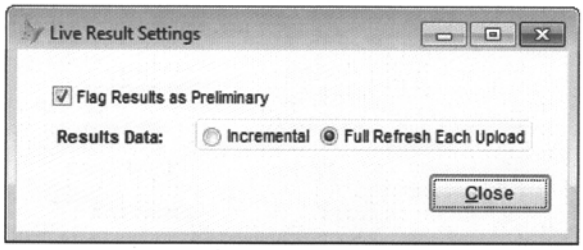


The Result ID is also important. This is the RSU Event number that was automatically created when you set up the race. If you have both a RD Event assigned and a RSU Results ID, the results for this division will be sent. Clear out the RD Event name if you do not want results for that division posted.

The results upload is designed to be entirely imbedded into standard RD results entry processes. When you go to the chip results import screen, use the Settings button to manage how the upload is processed.



On the next screen you manage these settings.

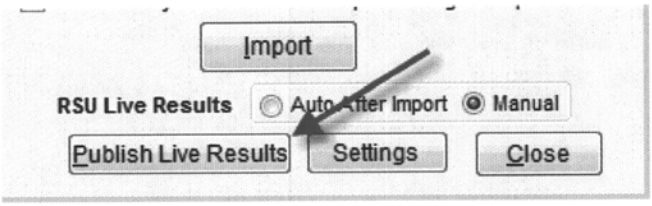


Preliminary - Use this setting if you want the result set sent to RSD to be flagged as "Preliminary Results".

Results Data - Incremental is the most effective setting for publishing while the race is ongoing. The results from the last upload are not sent again if nothing has changed. For example, if your last upload was for the first 150 finishers and you've just imported another 50 results, only the latest 50 results will be published - as long as none of the placements for the previous 100 have changed. Using the Incremental setting will result in much faster processing times.

Back on the Chip Results Import screen, the setting "Auto After Import" is the most efficient. You do nothing else beyond doing your normal results import. At the end of each import, the calculated placements, times and paces are automatically posted to the RSU server.

If you switch the setting to "Manual", you're given a button so that you can send the results on your own schedule -



Age Groups and Top Finishers

What we configure in Race Director for Age Groups and Top Finishers become Divisions at RSU. What you see when you run the RD Age Group report should match perfectly with how you see Division finishers at RSU.

For Age Groups, this setting is critical in the integration -

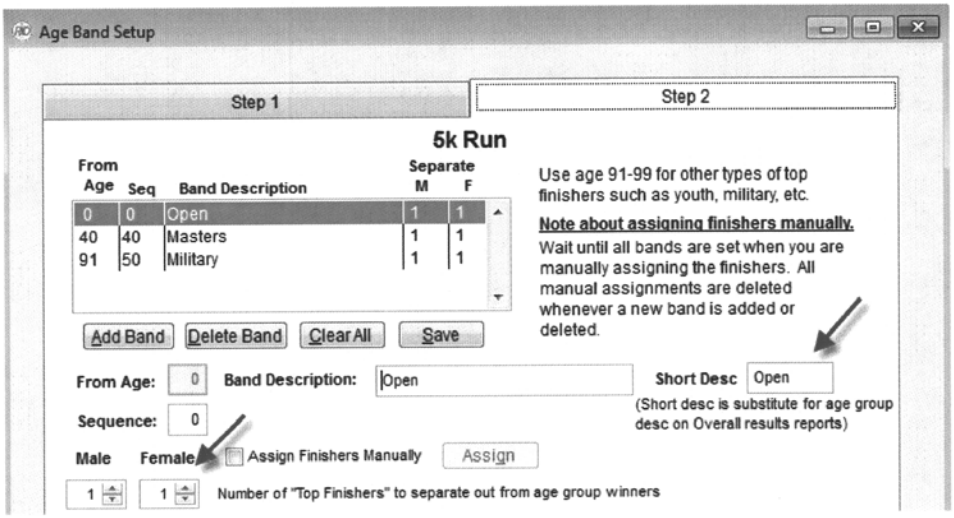
It determines how many show in the division list at RSU.

Male 30 to 34

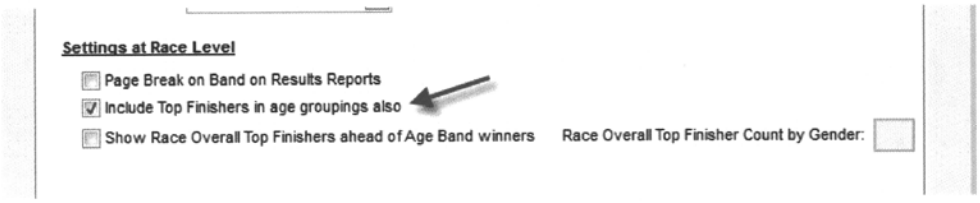
Place	Overall	Bib	Name	Age	Gender	Location	Time
1	30	474	Caleb Currie	36	M	Portland OR US	18:37.45
2	36	972	Scooter Delong	38	M	Saint Joseph MI US	19:04.68
3	40	366	Matt Small	39	M	South Haven MI US	19:15.5

Male 35 to 39

For Top Finishers, the short description is important for how the band is identified in the RSU finish list and the male / female setting drives the number that show in the division detail.



Double dipping is allowed, but when you use this, full results must be sent to RSU with each upload (Incremental is now allowed).



Finish List at RSU with double dipping -

Place	Bib	Name	Gender	City	State	Country	Clock Time	Chip Time	Pace	Age	Age Percentage	Division Place	Division
1	151	Tad Hulst	M	Zeeland	MI		15:41.02	15:40.45	5:02	29	82.4	1 1	M Open M 20-24
2	372	Joe McAvoy	M	Hillsdale	MI		16:19.66	16:19.39	5:15	24	79.0	1	M 15-19
3	652	Richard Bauer	M	Holland	MI	US	16:55.03	16:52.96	5:26	35	78.1	1	M 25-29
4	569	Robert Duerksen	M	Ann Arbor	MI	US	17:01.99	17:00.62	5:28	54	89.6	1 1	M Master M 45-49
5	528	Kyle Overway	M	Logansport	IN	US	17:11.87	17:11.47	5:31	21	75.3	2	M 15-19
6	566	Craig Sauers	M	La Porte	IN	US	17:31.47	17:29.98	5:37	29	73.8	2	M 20-24

RunSignUp Results Pricing

Posted on November 6, 2014

With the release of RunSignUp Results 3.0, we will be introducing new pricing mechanisms. ***Races who use RunSignUp for registration will still get free results and notifications.***

The pricing is really meant to address our customers (especially timers who can not dictate registration providers) who use a mix of registration platforms and want to use RunSignUp Results across those races. The pricing is very inexpensive for the number of results posted as well as email notifications. The price is based mostly on the cost of TXT notifications, which are a cost for us to send as well as administer, especially at scale when tens of thousands of txts must be sent on a Saturday morning.

Non-Registration Races

Each user receives ***2,500 results posting and 100 TXT notifications for free*** to use across any number of races. You can see this by going to https://runsignup.com/ResultsPricing, which is also a link in your Profile:

Your Credits

	Total	Used	Available
# of Results	2,500	0	2,500
# of SMS Notifications	100	0	100

This means you can post results for a 2,500 person race to RunSignUp even if you do not use RunSignUp for registration (remember if you use RunSignUp for registration, things are free as discussed below). You could also post results for 10 races of 100 people each. Part of the concept is we want to bring big race features to any race.

Follow

Follow "RunSignUp"

Get every new post delivered to your Inbox.

Join 74 other followers

Enter your email address

Sign me up

Build a website with WordPress.com

Credits Tied to User Accounts

Note these free credits are tied to ortant to keep in mind since the user account used to upload results must have the cr would want to have the same account login stored in Race Director or RunScore when

Sharing Credits

You can share your credits with ot it for timers who have multiple crews and each crew has their own login. You can share ir email (use the email they are registered on RunSignUp with) at https://runsig

Large Race and Timer Plans

We offer very affordable plans for large races and timers based on a flexible "Credits" system. Credits do not expire and can be used across races. You can set your credits to automatically renew if they get used up.

Your purchased credits are not used on a race that has RunSignUp registration. For example a timer that has 100 races and 40 of them use RunSignUp and 60 do not. The timer would only have to use the credits on the 60 races, as we automatically detect that a race has enough credits to do results and notifications. The only time this changes would be if the timer expects many more TXT notifications than number of runners in the race.

Note the more costly credit packages are really driven by the number of TXT messages since there is a cost to us for those.

Buy Additional Credits

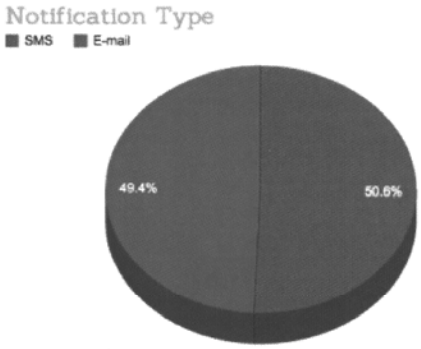
Price	# of Results	# of Notifications	Purchase
$99	5,000	250	BUY NOW
$250	20,000	1,000	BUY NOW
$500	50,000	2,500	BUY NOW
$1,000	100,000	5,000	BUY NOW
$2,500	500,000	20,000	BUY NOW
$5,000	500,000	40,000	BUY NOW
$10,000	1,000,000	100,000	BUY NOW

RunSignUp Registration Races

For races that register people with RunSignUp, we allocate 10X the number of registrations for the number of results posted. We also allow 1X the number of registrations for free TXT. These credits do not roll over – they are done on a yearly basis. This is typically plenty as we have seen less than a .6X factor of people who want TXT notifications of total registrations. For example, here are the numbers for a race with 1,412 registrations that had 831 TXT messages requested from last weekend:

Notification Requests

Total Notifications Set Up Notifications set up for both SMS and E-mail count as 1 notification.	1,491
Total Split Notifications Set Up Split notifications must be enabled by RunSignUp.	1,491
Total SMS (Text Message) Notifications Set Up	1,003
Distinct SMS Phone Numbers	831
Phone Opt-Ins Not applicable prior to March 4th, 2014.	612
Pending Phone Opt-Ins	211
Phone Opt-Outs	8
Total E-mail Notifications Set Up	979
Distinct E-mail Addresses	841



Split Notification Support

This credit system allows us to open up Splits notifications. We had previously limited this because we could not afford to give away for free the cost of the TXT messages for 26 splits in a marathon for example. Now the timer or race director can pay for that service beforehand.

RunScore and Race Director Support

This updated pricing works well with RunScore and Race Director, the two premier scoring platforms that most timers use. It also works with Agee Timing and Golpico. Since they all support real time updates to RunSignUp Results, delivering notifications in near real time is possible for any size race – even small 100 person races.

Resell and OEM Support

Our Results platform is also available for license. This means other race industry software and cloud services can "private label" this technology. There will be several partners who will be bringing this to market over the comping months. If your company has an interest in this, please contact us (even if you are another registration site – we are an open platform!).

Summary

We have seen exponential growth in the use of RunSignUp Results, and the adoption of near real time Notifications. Runners love this "extra", and we have heard how timers get a kick out of seeing results coming from their chip system into RunScore or The Race Director and a few seconds later the people next to them getting little chirps on their phones to tell the runner their time.

Please continue to provide us with feedback so we can continue to improve the system for you, your races and most importantly for your runners.

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About runsignup

RunSignUp is the leading innovator of online tools for Races and Running Clubs. Services include RunSignUp for race registration, RunSignUp Clubs to enable membership management, and RunSignUp Sites for creating free websites for any running related organization. Over 1,000 race directors, timers, and running club officers use these services today. Services are free except for processing fees when conducting monetary transactions like race registration or club membership renewals. RunSignUp is founded by runners for runners, using technical capabilities to bring the power of cloud computing to benefit the running community.

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This entry was posted in Uncategorized and tagged Go, Results, Results Notifications, RunSignUp Go. Bookmark the permalink.

2 Responses to *RunSignUp Results Pricing*

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The Race Director
Version 2015 Enhancements

Major Enhancements

- **New Partnerships.** Race Director has added Race Results to the list of supported chip systems. Integrations have also been built to online registration systems SignMeUp.com and TheDriven.net.
- **Six Plus Segment Races.** You can now use the setting that "Segment Definitions Vary by Division" when you have the race defined as having a maximum of six segments or more.
- **IPCIO Direct Connect.** The restriction that you must be in "Data Share" mode when running the IPICO Direct Connect process has been lifted.
- **Run Sign Up Integration.** Added the ability to sync Run Sign Up Super events. Implemented changes for showing rate instead of pace. Added the ability to upload custom fields from Race Director to a mapped Question at Run Sign Up. Added the option for setting the RSU "Preliminary" setting when posting results at their site. Added the ability to publish results in an incremental manner instead of a full refresh each time you publish. When using File -> New to clone a race, if the race being copied is mapped to a RSU Race, you'll prompted for whether or not these mappings should be copied to the new race. Implemented the alignment of Race Director Age Groups and Top Finishers with RSU Divisions. The integration also supports double dipping (top finishers getting age group awards as well). Enabled question responses uploads from RD to RSU when the question type is "S" - Select Box List. Changed the creation point for the Run Sign Up results ID so that this gets created when the RD Division to RSU Event link is made. This is required for when you are using RSU messaging. Changed the results publishing routine to send RSU split results as they occur. Results publishing to RSU is no longer delayed until there is a finish result. Changed the RSU import to recoginze memberships along with custom questions. You can track which memberships a participant has selected in a RD optional data field. Changed the participant data importing for RSU to go strictly by the "Last Modified" date on the participant record at RSU. This means that only new participants and changes since the last time you imported will be included in the new import.
- **GRU Data Creation.** Added the option of generating GRU data directly from the chip results import process so that results data is pushed to your results server with each chip data import.
- **Networked Kiosk Computers.** Created a way to run the kiosk computers on a network without the requirement that either the scoring or the kiosk computers be set up in Data Share mode.

Reports

- **Top Finishers by Gun Time.** Changed all of the Age Group and Overall reporting in RD to show the chip time for top finishers - even when they are scored by gun time.
- **Overall Results Report.** Added an option to overall results to print only those with at least one split result when using the setting for showing non finishers. Changed to use the age group description instead of "M 30-35" if it's for a division that has only a single 0-99 age group for each gender.
- **Other HTML Links.** Added the ability to establish up to 5 URL links to the top of the Age Group report and the Overall Results report.
- **Chip Results Import.** Added a report to the chip results import process. When you're importing times that are inserted ahead of the last time imported, you now have the option of seeing all of the inserted times in a report. Removed the "Secondary Trigger" prompts in the chip results import in races where wave groups have not been defined.
- **Series Report.** Added an option to the series report to also take into consideration the number of races the person competes in to break ties when determining the finish order. Added the ability to have top finishers jump to higher categories when running the Age Group version of the Series report. Modified the report to re-calibrate the participant's age group for all races selected to correspond to the age group definition of the race that is active when you run the report.

The Race Director
Version 2015 Enhancements

- **Lap Results.** Added an option to the Lap Report to allow you to produce a list by fastest single lap. Improved the HTML output for "Fastest Lap" reporting when there is team relay. The relay team member with the fastest lap time is shown in bold.
- **USAT Extracts.** Made changes to bring the output of GRU data for USAT races compliant with their 2014 requirements. Added rows for relay team members. You must allocate two optional data fields for the USAT numbers for relay team members 2 and 3.
- **GRU Improvements.** Added a column for the name of each relay team member when creating a GRU file for team relay divisions.
- **Report Line Definitions.** Added optional summary fields, USAT number and USATF number to the fields that can be selected when creating a report line template.
- **Team Results.** When teams are scored by age group placement and you have Top Finishers bands configured for the race, the reporting process now automatically re-calculates the age group placements - moving the top finishers back into their respective age group.
- **Team Packet Report.** Added the option of creating a summary list of counts by division for each team on the Team Packet Pickup report.
- **Series Report.** Updated the Series report to get the correct result when a race in the series has varying segment setup by division.
- **Race Progress Report.** Enhanced to allow printing across all race segments in a single report.
- **Announcer Screen.** Extended the maximum lines you can see on the Announcer screen from 20 to 55. This applies only to when you are connected to a chip system and are in "projection mode". Added the option to allow an Optional Data Field as a substitute for show the city of the participant.
- **GRU Output.** When selecting additional GRU output fields, added Time of Day choices for start, split and finish times.
- **Predicted Time Report.** Added on option to allow for running a combined division report.

Results Processing

- **Intermediate Splits.** Improved the pace calculation to adjust the distance when the previous spilt was missed so that the pace calculation uses the total distance including all missed splits.
- **Chip Results Import.** Added the ability to edit certain participant data directly on the Chip Results import screen. A option for this is now given when you select someone from the list showing on this screen. Added a button to the Chip Results import screen for showing the count of reads by occurrence when the timing point is set up for 2 or more occurrences. Added a setting on the chip results screen to allow for processing LAST reads instead of FIRST reads when importing results for splits or finish times. This setting is available only for timing points that have a single occurrence. Put in a new edit for Timing Points were you have multiple occurrences. The import will now automatically ignore an initial read where the net time (including wave offset) is less than the gap factor you have defined for the Timing Point. There is an import setting to allow these reads, but the default setting will be that this flag is un-checked. Added a spot to specify the maximum net time value for a first occurrence read. If the net time for an occurrence 1 read is greater that the value entered, the first read automatically becomes occurrence number 2. This is an effective way to force a missed read for occurrence 1 in scenarios where equipment problems result in missed reads. Added the ability to automatically switch a participant's wave group code based on the start time import.
- **Override Processing.** Enhanced the Override process for timing points where there are multiple occurrences and one time is missed. Added a choice for the override to be "inserted" which will move all other times up in the occurrence order. Added an option for when you enter overrides by "net time" to allow you to enter them directly relative to the gun time (the wave time is automatically deducted).
- **USATF Rounding Rule.** Changed how this rule is applied to delay the impact of the rule until times are shown on reports. This allows all calcuations to happen with times still as they were when recorded (including fractional seconds).

The Race Director
Version 2015 Enhancements

- **Results Calculations.** Changed the calculation process to better store results at the participant level in races where the finish segment is different by division.
- **Cross Country Scoring.** Extended the reporting in XC races to work for races where you have segment definitions that vary by division.

Live Results

- **My-finish.com.** Results upload go faster now with the new approach that control is returned to Race Director immediately after the data is received by the my-finish server. No longer does the upload process wait while the server is processing the data. Missing participant data no longer creates an error at my-finish. You will be notified if there are results for participants that have yet to be uploaded to the my-finish server. Personal results data that is printed from a PC browser has been improved.

- **RD Results Kiosk.** Changed the RD kiosk screens to pull in participant name, gender and city from my-finish - meaning the kiosk computers do not need full participant data. Changed the results kiosk to show the first 5 splits in a 6 Plus segment race. Prior to this change, only the label printer showed split info. Enhanced the Kiosk printed receipt to show pace for split data.

- **CT Live.** Added results uploads for CT Live races.

Participant Entry

- **Finish Results Button.** Updated the results that show using the Finish Results button in Update -> Participants to show the age group placement as the top finisher category for top finishers. Enabled finish results on the participant record to show the correct finish results when the number of segments varies by division.
- **Security for Participant Names.** Added a button in Tailor -> Options on the Participant tab for converting names to First Name / Last Initial for privacy purposes. This is mainly intended for when you publish youth names in Race Director reports. When you select this option, you are given the choice of converting all names or only names for a specified age range.
- **Participant Level Wave Times.** Added an option to allow setting the participant level wave group code by an Excel spreadsheet where each row has a range of bib numbers and the wave group code you want assigned.
- **Entering Email Addresses**. An "auto fill" feature has been added to simplify the entry of email addresses for common email domains. You can set up a rule (for example "hot" = "hotmail.com") so that as soon as you type the "t" in "hot", the email address is constructed as "hotmail.com" and you automatically advance to the next field on the participant entry screen.
- **Dynamic Bib Assignment Kiosk.** Modified this process so that you can show up to 3 optional data fields in the display. Added an "Add Participant" to this screen allowing for the quick setup of a participant directly from the kiosk screen.
- **Bib Number Reassignment.** Added "Gender / Age" as a new choice for reordering bib numbers.

Import / Export

- **Finish Lynx.** Created a standard Finish Lynx Participant data export. This is found under Enter Results -> Chip Systems -> File Create.
- **Spreadsheet Imports.** Added a new choice for "Last, First Name" when importing participant data from a spreadsheet. This is useful when a single column contains the full name in "Last, First" format.

Tailoring

The Race Director
Version 2015 Enhancements

- **Wave Times.** Added the ability to maintain the wave times by wave group in a grid when you manage wave times by division or by age group. The times in the grid can be maintained either by time-of-day or by net time.
- **Triathlon Swim Pace.** Added a new pace type specifically for the swim segment of a multi-sport event. Most often, swim pace is expressed as time per 100 meters or yards. Now, when you select a pace type of "Swim" you can express the distance in the number of 100 yards or meters for the swim and the pace will come out as either x.xx/HM or x.xx/HY.
- **Participant Level Waves.** Added Wave Group Code as a standard field on the participant record. Implemented a better way of importing wave group assignments when you have wave starts by participants. Implemented a means of updating the wave times in a grid where there is a row for every wave group in use.
- **Corral Waves.** Implemented corral wave starts. This is a method of assigning wave times based on a chip start read as participant enter a corral area just ahead of their actual wave start. While designed primarily for the swim segment of a triathlon, this technique can be used for other types of races as well.
- **Bib / Chip Assignments.** Added a "Swap" button to the bib / chip assignment screen. This button enables you to swap chip codes between two different bib numbers.
- **Team Tiebreakers.** Added a "Last Scored" choice for the tie-breaker options in team scoring. With this choice, when you score through 5 team finishers, the fastest 5th team member will break the tie.
- **Division Finish Lines.** Added an edit when importing chip results when you have a separate finish line for each division. If the result is for a participant that does not match the gender and age requirements as is defined with the "Division Limits" on the Age Group setup screen, the result is bypassed. This is very useful for situations such as bypassing male reads encountered for a girls cross country division.
- **Common First Names.** Created a "Check" button so that you can get a report of everyone in the race that violates the gender rule when you have the Common First Names configuration active.

Labels / Email

- **Team Name Labels.** Added the option of producing these labels by team name instead of by team number.
- **Lap Race Emails / Results Cards.** When you generate emails or results cards for lap races, there are substitution parameters now for number of laps (#!Q), total time (##C) and total pace (##D).
- **Wave Offset Labels.** Added wave group code to the standard wave group label.

Miscellaneous

- **Random Drawing.** Added a "Select Data" button to the Random Draw process which enables you to filter the participant data to only those you want to select from. Added the option of showing the team name in place of the city.
- **File -> Download Update.** Added a step at the end of the update download process to automatically shut down Race Director and run the update.

Results Submission Cheat Sheet

The following is a quick overview for what is expected for each field within a result file prior to submission.

- No duplicate columns should present. While the system should handle duplicate columns, it is not recommended.
- If a column is defined but has now data included for it, delete the row.
- Blank columns should be removed. The system should handle them but in the interest of simplicity, they should be removed
- Line breaks within cells (allowed by MS Excel) cause parsing issues. If a row seems to be taller than one line, typically it means that there is a cell containing a line break. These should be edited so no line break exists.

The following is an explanation for the columns and their expected values:

EVENT ORGANIZATION
Values should be "Road", "Mountain" or "NCCA" ONLY

RACE DATE
Values should be MM/DD/YYYY

RACE DISCIPLINE
The discipline should be appropriate for the event Organization. See Page 2.

RACE CATEGORY
Value should be something like "Cat 1", "Cat1/2", "Open" etc.

RACE GENDER
Value should be "Men", "M", "Women","F", "All", "Open" or "Mixed"

RACE CLASS
Values should be "Master","Junior", "Single Speed" etc.

Race age Group
Preferred value should be in the form of 13 – 21, 35 – 45, <23 or 55+ would be appropriate

Rider License
This should be the riders license number or blank if unknown. NUMBERS ONLY

Rider first Name
Riders first name without numbers or spaces

Rider last name
Rider's last name without numbers or spaces

Rider Place
Value should be a numeric value or one of the following: DNP, DNS, DNF or DQ

Detailed field expectations:

Event Organization (ORG)
NCCA (Collegiate), Mountain, Road

Race Date (DATE)
Accepted Formats:
MM-DD-YY
MM.DD.YY
YYYY-MM-DD
MM/DD/YYYY

Race Discipline (DISC)
Mountain

- XC => Cross Country
- XCM => Cross Country Marathon
- CM => Cross Country Marathon
- DH => Downhill
- MX => Mountain Cross
- STXC => Short Track Cross Country
- DS => Dual Slalom
- TT => Time Trial
- SD => Super D
- ITT => Individual Time Trial
- XCU => Cross Country Ultra Endurance
- OT => Observed Trials
- AM => All-Mountain

Road

- CRIT => Criterium
- CX => Cyclo-Cross
- CX => Cyclocross
- CCR => Circuit Race
- HR => Handicap Race
- IP => Individual Pursuit
- ITT => Individual Time Trial
- TT => Time Trial
- KEIR => Keirin
- MAD => Madison
- MO => Miss and Out
- OMNI => Omnium

- IO => International Omnium
- PR => Points Race
- RR => Road Race
- HC => Hill Climb
- SR => Scratch Race
- SPR => Sprint
- SPR => Sprints
- STR => Stage Race
- GC => Stage Race
- TS => Tandem Sprint
- TSPR => Team Sprint
- TP => Team Pursuit
- FTT => Flying TT
- FTT => Flying Time Trial
- TTT => Team Time Trial
- TRK => Track

NCCA

- RR => Road Race
- CRIT => Criterium
- CX => Cyclo-Cross
- ITT => Individual Time Trial
- TTT => Team Time Trial
- TT => Time Trial
- KEIR => Keirin
- MAD => Madison
- MO => Miss and Out
- OMNI => Omnium
- PR => Points Race
- SR => Scratch Race
- SPR => Sprint
- TS => Tandem Sprint
- TSPR => Team Sprint
- TP => Team Pursuit
- CCRR => Conference Champ Road Race
- CCCRIT => Conference Champ Criterium
- CCTTT => Conference Champ Team Time Trial
- STXC => Short Track Cross Country
- XC => Cross Country
- MX => Mountain Cross
- DH => Downhill
- DS/MX => Dual / Mountain Cross
- STXC => STXC
- XC => Cross Country
- CM => Cross Country Marathon
- DH => Downhill
- MX => Mountain Cross
- STXC => Short Track Cross Country

- DS => Dual Slalom
- TT => Time Trial
- SD => Super D
- ITT => Individual Time Trial
- OT => Observed Trials

Race Category

Cat should be one of the following unless Age and/or Class have value and then it can be blank

Mountain

- JR => Junior
- 03 => Cat 3
- 02 => Cat 2
- 01 => Cat 1
- PR => Pro
- PR/1 => Pro/Cat1
- 1/2 => Cat 1/2
- 1/2/3 => Cat 1/2/3
- 2/3 => Cat 2/3
- JR/1/2 => Junior/Cat1/2
- JR/1/2/3 => Junior/Cat1/2/3
- JR/2/3 => Junior/Cat2/3
- JR/1 => Junior/Cat1
- JR/2 => Junior/Cat2
- JR/3 => Junior/Cat3
- Open => Cat 1/2/3
- U23 => U23)

Road/Track/Cyclo-cross

- 01 => Cat 1
- 02 => Cat 2
- 03 => Cat 3
- 04 => Cat 4
- 05 => Cat 5
- U23 => U23
- JR => Junior
- MR => Master
- MR => Masters
- Pro => Pro
- Pro/1 => Pro/Cat 1

- Pro/1/2 => Pro/Cat 1/2
- Pro/1/2/3 => Pro/Cat 1/2/3
- Pro/1/2/3/4 => Pro/Cat 1/2/3/4
- Pro/1/2/3/4/5 => Pro/Cat 1/2/3/4/5
- 1/2 => Cat 1/2
- Open => Cat 1/2/3/4/5
- Elite => Cat 1/2
- 1/2/3 => Cat 1/2/3
- 1/2/3/4 => Cat 1/2/3/4
- 1/2/3/4/5 => Cat 1/2/3/4/5
- 2/3 => Cat 2/3
- 2/3/4 => Cat 2/3/4
- 2/3/4/5 => Cat 2/3/4/5
- 3/4 => Cat 3/4
- 3/4/5 => Cat 3/4/5
- 4/5 => Cat 4/5
- A => Cat 1/2
- B => Cat 2/3/4
- C => Cat 4

Race Gender

Value can be F,Women,Female,W and will equate to "Women"
Value can be M, Men, Male and equate to "Men"
Value can be B, A, Mi (Mixed) and will return "Both"

Race Class

Class can be blank only if Age and Cat are filled in otherwise it needs to have a value like "Masters", "Juniors", or "Open" etc.

Race Age Group

Age group is preferred to have a value such as 13 – 21 meaning the riders were between the ages of 13 and 21.

Rider License

Should always be a number unless the license numer is unknown in which case it should be blank or zero (0).

Rider First Name

Should be the riders first name with letters only as it appears in rider database

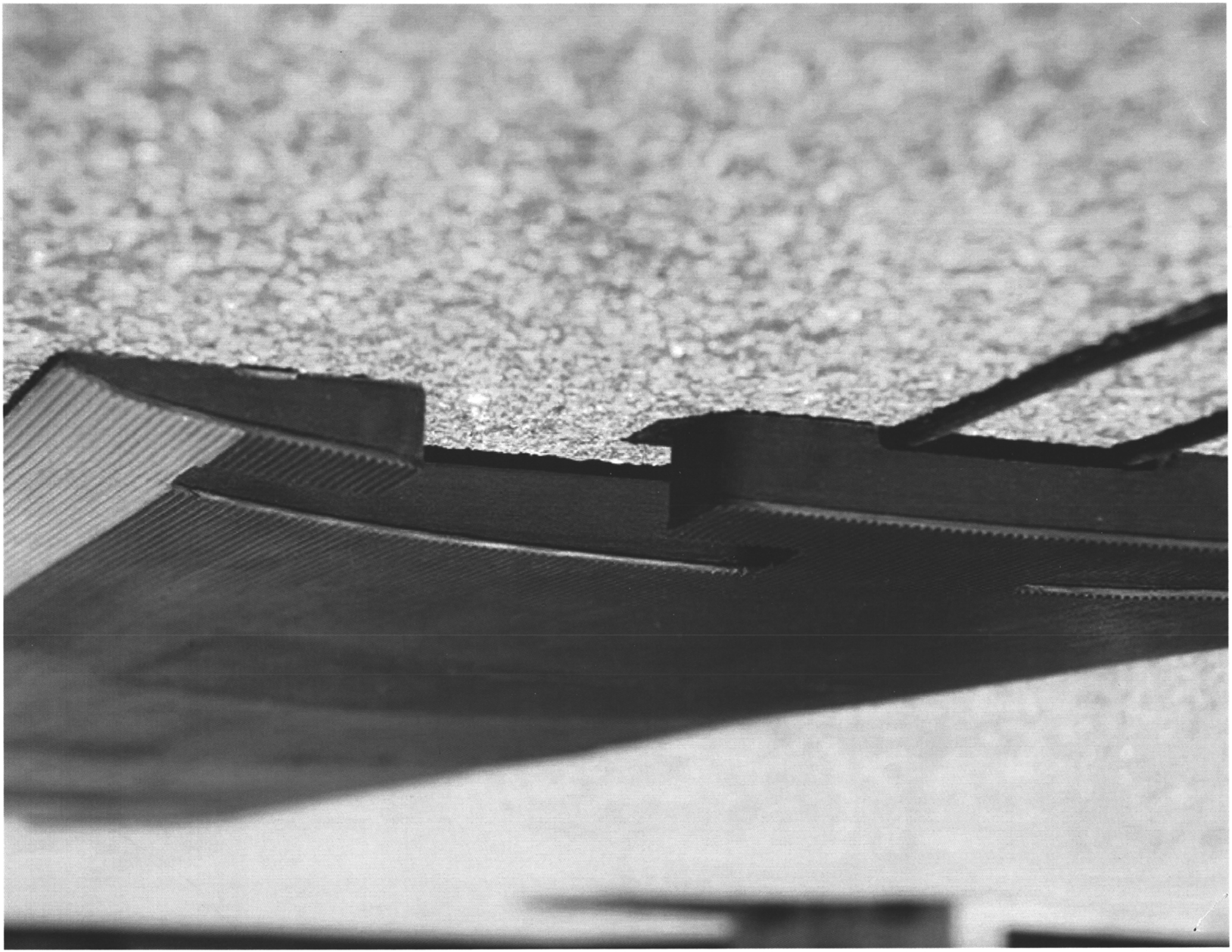
Rider Last Name

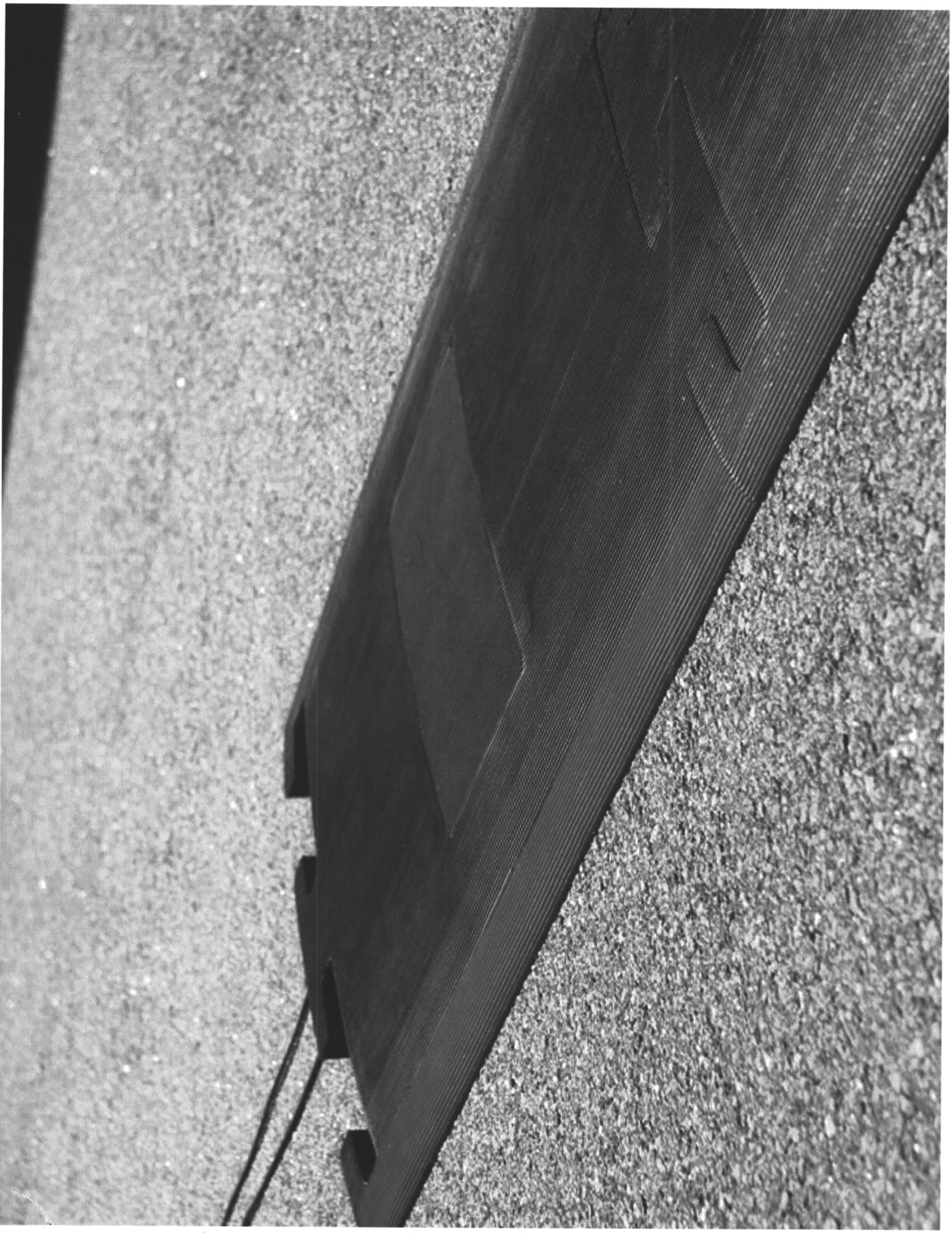
Should be the riders last name as it appears in rider database

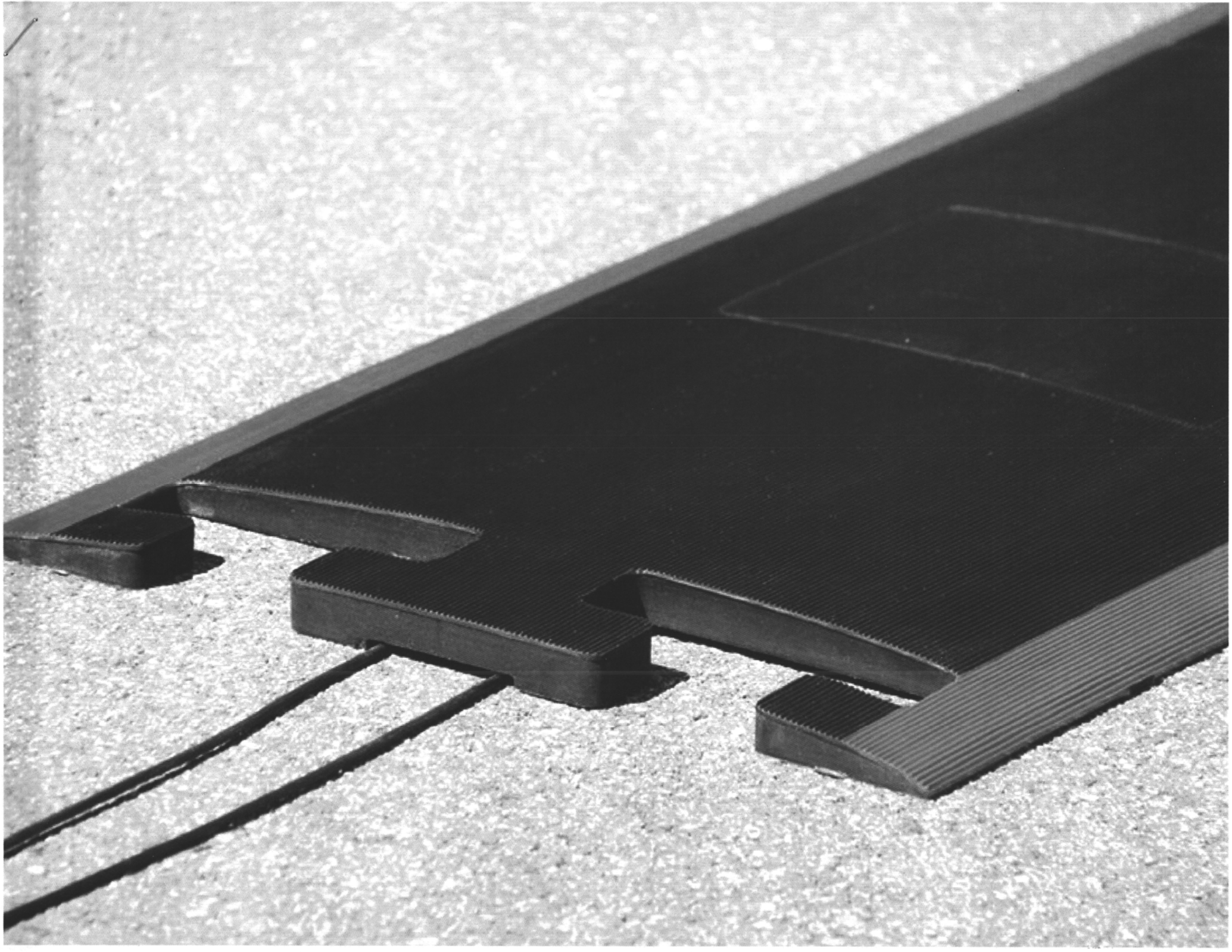
Rider Place

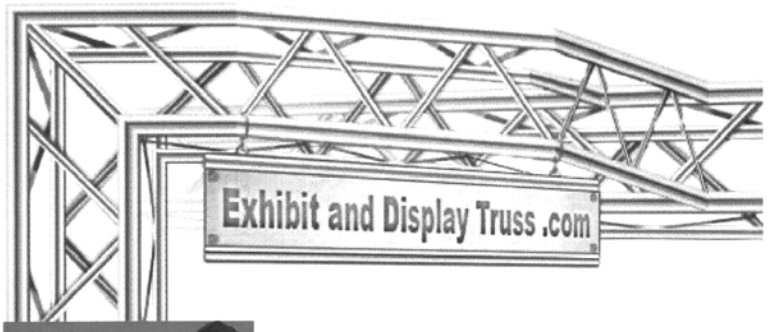
Numeric value from 1 – 990
Number 991 - 999 are reserved

DNS = "Did not Start" (996)
DQ = "Disqualified" (997)
DNP = "Did not Place" (998)
DNF = "Did not Finish" (999)









EXHIBITS AND DISPLAYS

- All Display Sizes
- 10' x 10' Displays
- 10' x 20' Displays
- 20' x 20' Displays
- All Other Sizes
- Finish / Start Lines
- Circles & Curves

SALE Sales & Specials

ACCESSORIES

- Plasma / LCD Stands
- Lecterns / Podiums
- Truss Hardware
- Truss Furniture

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- Truss Parts & Prices
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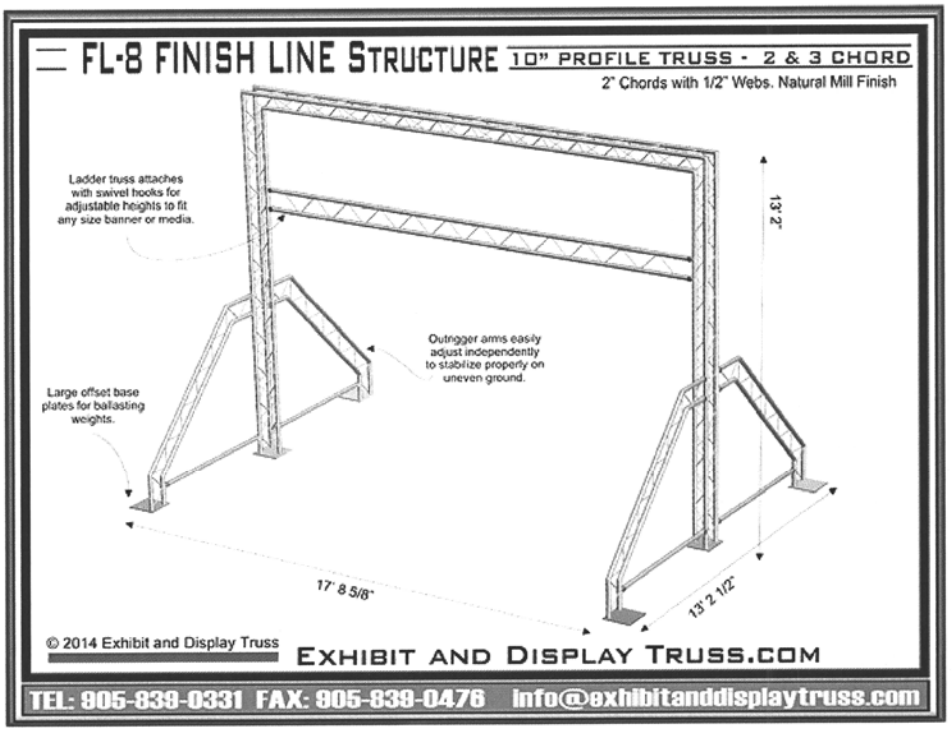
The Ultimate Portable Finish Line System for Race Events by Exhibit and Display Truss

FL-8 Portable Start and Finish Line Truss System Kit for Marathons or Racing Events

Here it is! The best portable finish line truss structure in the game. Fast and easy to set up. Light weight and easy to transport and store and yet provides the stong stable frame need to with stand the elements for marathons and race events all year round. This full size professional start and finishline system is the ultimate combination of size, ease of use and functionality. It provides not only the full size banner framing and finsih line truss sytem but also a smaller configuration for indoors and track events. If that wasnèt enought we also have included the parts to make up a promotional size back wall that you can use all year round to promote your events and functions. This FL-8 system is the making of years of input and feed back from customers and their duties for event managment and race managment. We always try to provide the best service in the industry and with this new design all your input has been calminated to create the Ultimate Portable Finish line Systems. Although our input from customers had lead up to believe this is the perfect size for events using timing mats and out standard race equipment we can always change any size you like. Its hassle free and never causes any delays. We design it, we make and we get it out the door fast and easy. Give us a call and let us know how we can suit your needs and help bring your race or event to the next level. Exhibit and Display Truss.com is the North American leader in Finish Line structures and framing systems for banner and branding materials. Let us know how we can help. Custom work is never a problem so don't settle for off the shelf products from China or off shore. Quality , profession and field proven goods to your door hassle free. Call us today!!

✧ ALL THREE CONFIGURATIONS INCLUDED AT ONE FANTASTIC PRICE !!! ✧



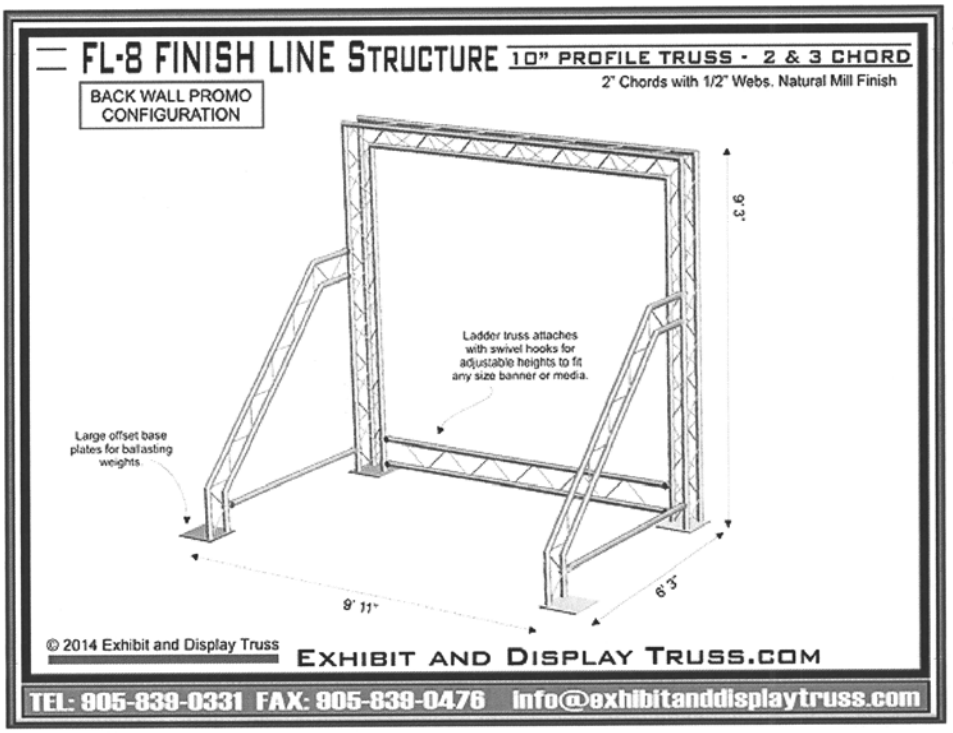
Full Size Main System Specifications:

FL-8 Ultimate Portable Finish Line Trussing System 10" Profile Truss Parts List:
2 x 1.2m Trusses
1 x 2.2m Trusses
3 x 2.4m Trusses
2 x 12" x 12" Base Plates
2 x 2 Way 90 Degree Junctions
10" Profile 2 chord Ladder Truss:
1 x 2.2m Ladder Truss
1 x 2.4m Ladder Truss
4 x Extender Hook for Ladders
4 x Outrigger Arm with offset ballasting Base Plates
4 x Single Tube Braces for Out Rigger Arm

Portable Finish Line System Dimensions:
13' 2" High x 17' 8 5/8"' Wide x 13' 2 1/2"' Deep

Truss System Weight :
3 Chord Approx.145 Lbs. (as shown)
3 Chord Triangle

Click here for full size PDF file



Alternate Back Wall Promotional / Banner Frame:

This alternate configuration of the FL-8 Finishline truss structure allow for a promotional size banner frame or back wall display. Perfect for any trade show or convention. Fits on any standard 10' x 10' display booth foot print and can be used to do just about anything. Use for awards ceremonies at the end of a race or event. Simply pull a few trusses out of the already functional FL-8 system and now you have an awards area with branding or sponsorship messages in the back ground. Perfect for promoting your events year round indoors or out doors. Simply one more reason why Exhibit and Display Trusses the leader in finish line truss systems. We always try to exceed our customers expectations. Value packed and always quality, professional products. 30 years in the business must we're doing something right ?

1 x 2.2m Trusses
2 x 2.4m Trusses
2 x 12" x 12" Base Plates
2 x 2 Way 90 Degree Junctions

10" Profile 2 chord Ladder Truss:
1 x 2.2m Ladder Truss
4 x Extender Hook for Ladders
4 x Outrigger Arm with offset ballasting Base Plates
4 x Single Tube Braces for Out Rigger Arm

Portable Promotional Banner Back Wall System Dimensions:
9' 3" High x 9' 11" Wide x 6' 3" Deep

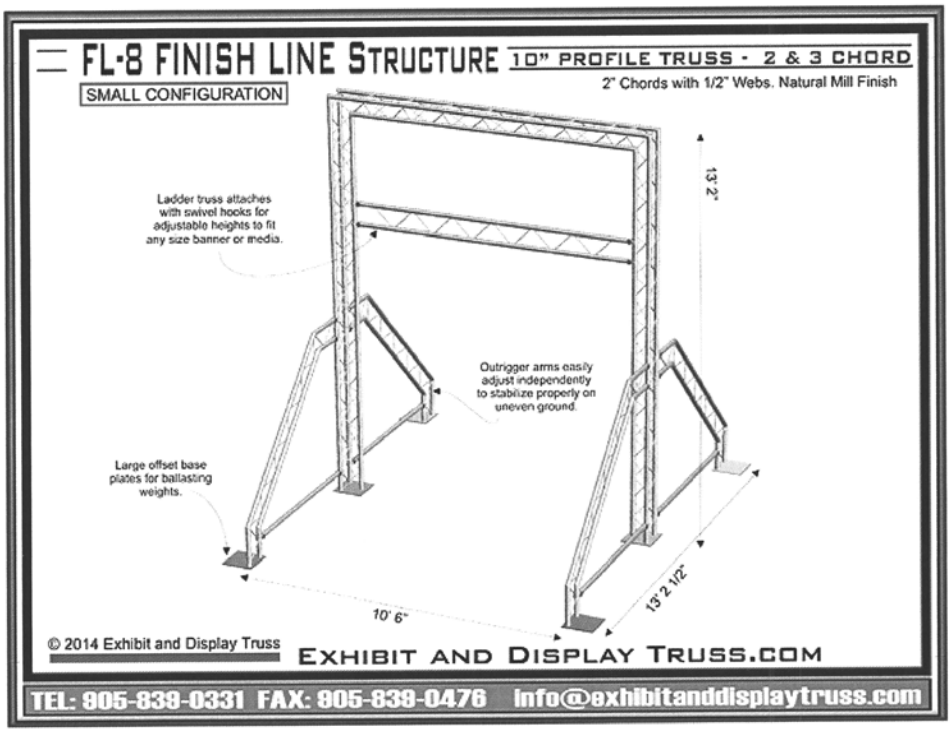
Truss Version

$3595.00

(As shown in Image)

4 Chord Versions available upon request. Typically used in wider structures.

Click here for full size PDF file



Alternate Small Configuration:

This is a great way to do smaller indoor events and races that don't need the full span of larger profession marathons and events. Simply remove trusses from the Main Configuration to create this small free standing archway for a finish line or starting line. The out rigger arms attach with extender hooks and can be set at angle to provide stability and create a welcoming entrance way for your race patrons and participants.

2 x 1.2m Trusses
1 x 2.2m Trusses
2 x 2.4m Trusses
2 x 12" x 12" Base Plates
2 x 2 Way 90 Degree Junctions

10" Profile 2 chord Ladder Truss:
1 x 2.2m Ladder Truss
4 x Extender Hook for Ladders
4 x Outrigger Arm with offset ballasting Base Plates
4 x Single Tube Braces for Out Rigger Arm

Small Portable Finish Line System Dimensions:
13' 2" High x 10' 6" Wide x 13' 2 1/2"' Deep

$300 Shipping

Click here for full size PDF file

Don't be fooled by imitations. Exhibit and Display Truss is the North american leader in Finish line and starting line structures and trussing systems. Buy direct and get the best value and the best finish line system. Don't by what the others offer you off the shelf, buy what you need and what you want. We can do it fast, easy and cost effective. We'll work hard to provide you with the perfect finsihline system and earn your business and your trust. Contact us today to design and create the perfect finish line or starting line aluminum truss system for your race event or marathon. We can help you select the right size truss and work with you and your team to provide you with an exciting, cost effective solution to your needs. We can walk you through the options and work with your dimensions to give you the most flexible, portable truss system on the market. Strong, durable, quick to setup and simply great value for your investment. We're happy to assist. Give us a call and let us take it from there.

DESIGN YOUR OWN CUSTOM ALUMINUM TRUSS FINISH LINE STRUCTURE

EMAIL US HERE

To Top

FL-8 FINISH LINE STRUCTURE

10" PROFILE TRUSS - 2 & 3 CHORD

2" Chords with 1/2" Webs. Natural Mill Finish

BACK WALL PROMO CONFIGURATION

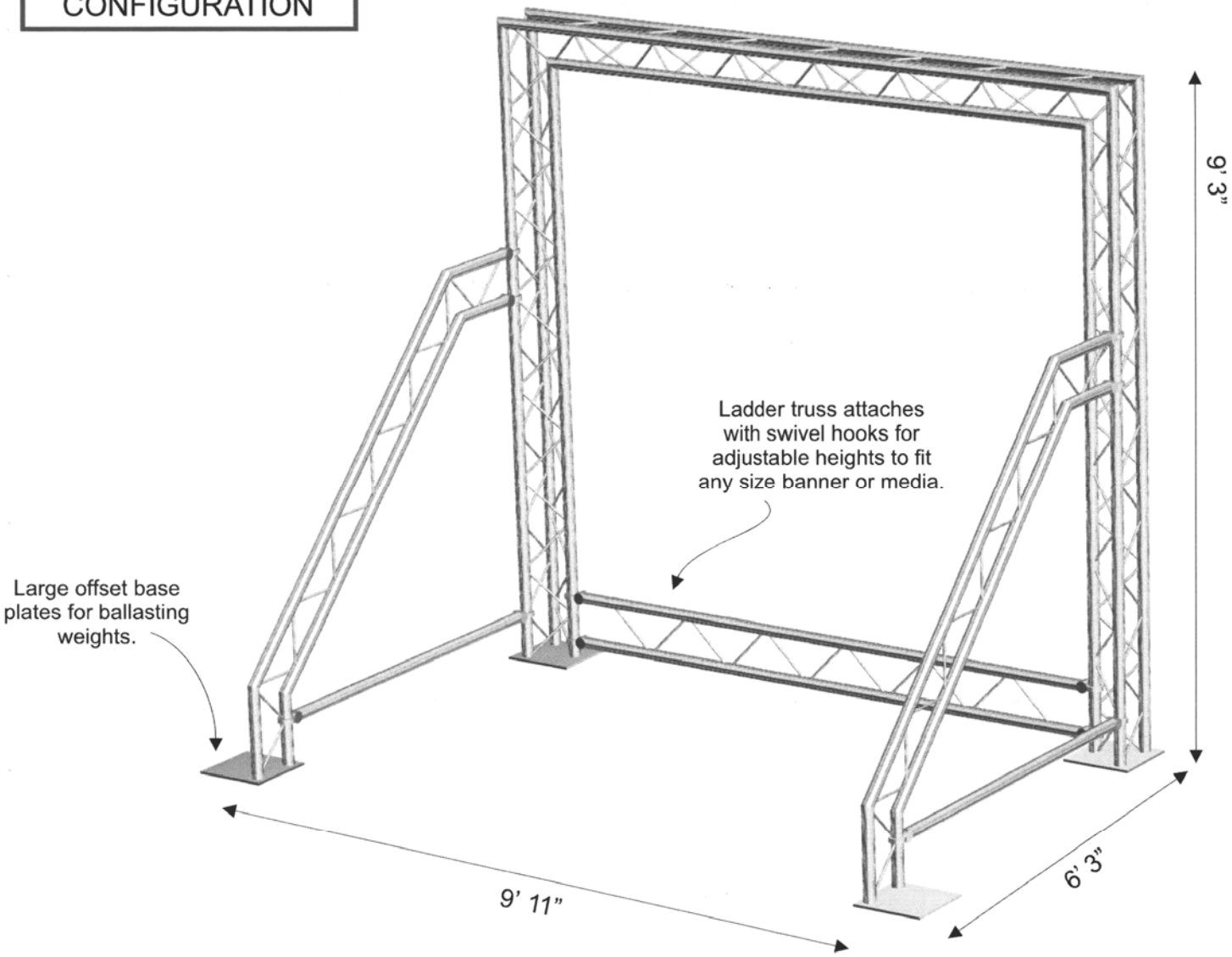


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EXHIBIT AND DISPLAY TRUSS.COM

TEL: 905-839-0331 FAX: 905-839-0476 info@exhibitanddisplaytruss.com

BIGTIMECLOCKS

GIANT 8" LED

COUNT DOWN/UP - INTERVAL TIMER - STOPWATCH REMOTE CONTROL CLOCK

NEWEST MODEL

Only $429.00

Model #170

DIMENSIONS 50" X 13" X 1.5"

* **COUNTDOWN-COUNTUP AND INTERVAL TIMER**
  DISPLAYS HOURS- MINUTES- SECONDS
* **PRECISION CLOCK**
  DISPLAYS HOURS- MINUTES- SECONDS
* **STOPWATCH**
  DISPLAYS MINUTES- SECONDS- HUNDREDTHS

wyfair.com

ORDER NOW
$429.00

VISIBLE UP TO 350 FEET!

TIMER COUNTS DOWN FROM 99 Hours, 59 minutes, 59 seconds

TIMER COUNTS UP TO 99 Hours, 59 minutes, 59 seconds

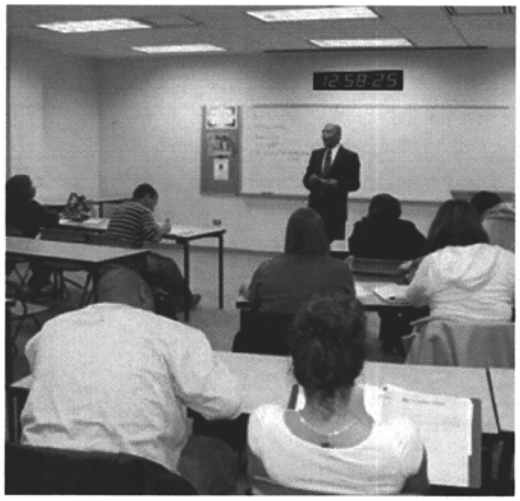
STOPWATCH counts up to 99 minutes, 59 seconds, and hundredths of seconds!

INTERVAL TIMING program work, rest time, repeats and store programs

...AND OF COURSE A PRECISION STAND -ALONE CLOCK WITH SECONDS

GREAT FOR 5K, 10K AND ALL RACES

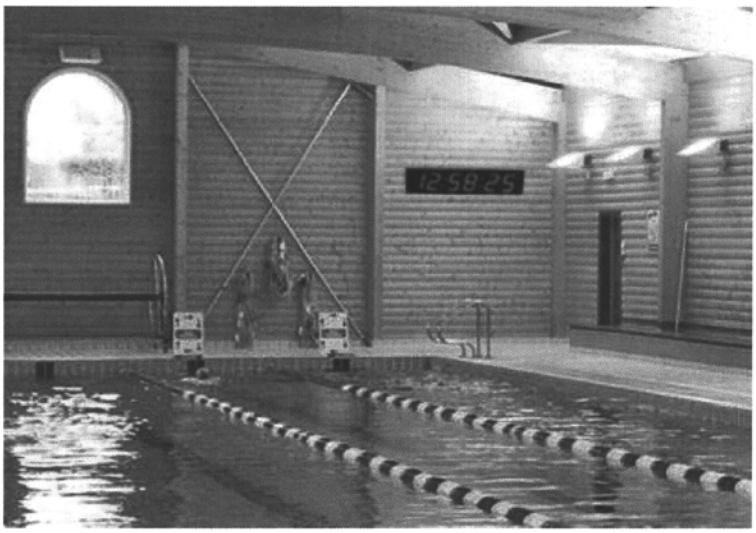
External 12 hour Battery Option Available



Now with auto repeat countdown/countup program (endless loop)

10 second countdown/countup preparation option

- Giant 8" Ultra-Bright LED Digits
- Longer Distance Remote Control (100+ feet) allows easy time changes and other settings on "the fly"
- Super Fast Direct Input for time and other settings from the remote (not one digit at a time)
- Great for 5k,10k and all races
- Mute the Buzzer Option
- When the Buzzer is Muted the Digits Flash at the end of a Program
- Control the Number of Buzzer Beeps
- Store programs for direct easy access (count up, countdown, interval)
- 12 or 24 hour clock operation
- External 12 hour battery option available (See Below)
- 7 Foot tripod for hanging clock option (See Below)
- Wall Mount or Table/Shelf
- Energy efficient, only a few dollars a year in energy consumption
- Internal battery backup lasts up to 7 years to retain time & settings during power loss
- Power Source: 110 volt AC adapter is included
- Dimensions: 50" W x 13" H x 1.5" D
- Weight 5lbs.
- 1 year warranty



Accessories

Model #300

HEAVY-DUTY 7 FOOT TRIPOD*

Heavy duty steel /aluminum construction Clock Hanging Tripod

Expandable from 4 feet to 7 feet
30-Day Money Back Guarantee if not satisfied.
1 year warranty

***Not included with clock.**

ORDER NOW
$149.00

REMOTE CONTROL FOR ALL FUNCTIONS

EXTERNAL BATTERY OPTION*

Rechargeable Battery lasts for 16 hours + before overnight charge.

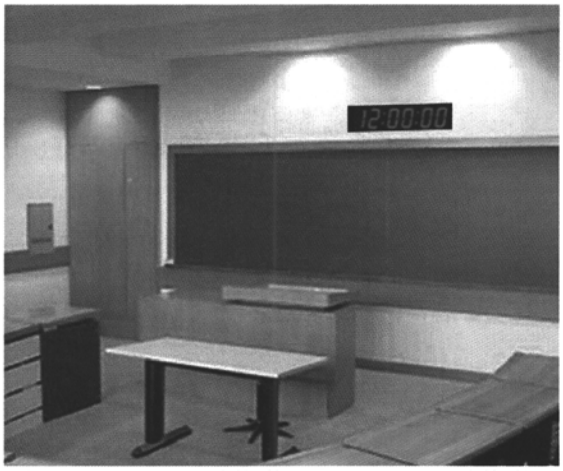
Available for external purchase only click on link to purchase.

*Not included with clock.

Link

$175.00

IDEAL...



... for schools, lecturers, training, exercise, racing, swimming, work-outs

... for commercial settings: restaurant, warehouse, factory, gym, churches

... for all timed events!

... for personal use: vision or mobility impaired individuals

ORDER NOW
$429.00

This incredible clock is essential equipment in any environment where timing is necessary. In physical education where drills and routines are timed or in school classes where tests are given or where speeches are given or in hundreds of other applications and as a stand- alone high accuracy clock with hours minutes and seconds. The remote operates from over 100 feet. Great for 5k,10k and all races. Every Physical Education Trainer/ Teacher/Lecturer needs this clock. All participants will be able to see time elapsing on the countdown clock or counting up on the stopwatch. It's a must in this environment and it can all be done remotely with the high powered remote control. Teachers in the classroom will be able to conduct tests and the remote gives full control to the teacher from anywhere in the class. Churches can use this clock to keep track of sermons etc, Lecturers can pace their lecture. Use it to price for any services charged on a time basis and there are countless uses for the clock in all manner of industries and enterprises.

The timer is the heart of every training or academic exercise. There is just something about turning on a timer that motivates beyond belief. Racing against the clock adds an intensity that feels like head to head competition. The timer is our coach, our motivator, and the ruler by which we are measured. It is a must for accurately tracking progress.

In STOPWATCH MODE the clock times with minutes-seconds-hundredth of seconds.

In INTERVAL TIMER MODE the timer can program a desired work period followed by a rest period and the number of times you repeat the exercise. You can also store up to 8 programs for easy recall "on the fly".

Also available is the heavy-duty 7 foot tripod on which the clock can be hung You can use an external battery to power the unit for over 16 hours on a charge where a power outlet is not available.

These reviews from: GIANT 8" LED COUNTDOWN/COUNTUP/STOPWATCH CLOCK

"These countdown clocks is being used as a mile marker clock in our 10k races and is a great clock at a great price."
Bill S. Fort Lauderdale Running Club

"In our school this clock is used by our music teacher who manages the entire program with the clock. All the students can see the countdown time and everything goes a lot smoother including

getting everyone in their seats faster!"
Adrianna S. Principal High School

"We time various races including triathlons and bike races and this clock has become invaluable at the start line and various other places along the route. We use it with the tripod and the external battery which lasts the whole day before recharging"
Jack Timing Company

ORDER NOW
$429.00

MONEY BACK GUARANTEE

If you are not pleased with the EXTRA LARGE 8" LED COUNTDOWN/COUNTUP/STOPWATCH CLOCK just return it within 30 days for a full refund. No questions asked!!

We Ship To Canada
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1 East Liberty 6th Floor, Reno, NV 89501 | 1-866-346-5106 (Toll-Free) | info@bigtimeclocks.biz

RECEIVED
FEB 05 2015

City of Casper
1% Committee
Attention: Mr. John Patterson
City Hall
200 North David St.
Casper, WY 82601

Dear Committee Members:

Thank you for considering the application of the Casper Sports Alliance in conjunction with Windy City Striders, Fatfish Racing, 307 Core Challenge, Wyoming State Games, Biathlon Club and a host of others. Each organization is in need of the requested funds to support the purchase of a Timing System, Start Finish Line and Event Clock for their events.

Casper currently hosts many events that require these components and in the near future will be hosting events where having them will be critical to the success of the event as well as future bids for similar events.

The Optional 1% #15 Tax has provided support to organizations and agencies for years but what clearly stands out in our request is the type of events this application will support. That is, the events of these groups will unquestionably be providing future income to the Optional 1% #15 Tax. In fact, in 2014 14 sports events tracked for the impact on the community held in Casper generated $197,564.91 for the tax.

There can be an expectation that the request of no more than $46,500 will be "repaid" as a result of our events within the first year. Being the Casper Sports Alliance is in its first year of operation; our ability to provide outside funding is limited. However, we are partnering with others to acquire some funds to invest in the project.

Again, we thank you for your consideration of our application.

Sincerely,

John Giantonio
Director
Casper Sports Alliance

139 West 2nd Street, 1B, Casper, Wyoming 82601
307-234-5362

Casper Mountain Biathlon Club's mission is to provide opportunity and training for youth and adults of all abilities to achieve excellence through the sport of Biathlon.

CASPER MOUNTAIN
Biathlon Club

February 5th, 2015

City of Casper
Optional 1% #15
Attention: Mr. John Patterson
City Hall
200 North David Street
Casper, WY 82601

Dear Mr. Patterson:

Casper Mountain Biathlon Club is in the process of building a World Class Biathlon & Multi-Sport Complex on Casper Mountain. Phase 1 of the facility is expected to be completed and operational by November of 2015. Just in the first year of operation we expect to host a variety of local and regional races. This site will be host to high school Nordic races, regional biathlon races, citizen Nordic races, snow shoe races, fat bike races in the winter as well as a variety of summer events including summer biathlon, running, and mountain bike events. Many of these events will take place in coordination with other user groups, recreation organizations and the Casper Sports Alliance. This facility will eventually serve as host site for National and International level events in Nordic and Biathlon.

A timing system has not been purchased for the facility yet. We ask you give the Casper Sports Alliance's request for 2 timing systems your full consideration. One of the timing systems would be housed at the Biathlon and Multi-Sport Complex and would be available for the numerous events being held on Casper Mountain. By making it possible for the Casper Sports Alliance to purchase and manage the timing system, it will save our project the cost of purchasing a system while at the same time making it possible for our facility and the many user groups in the area to have affordable access to a high quality timing system. We feel this set up will make it possible for groups to host more events, larger events, and higher quality events. This increase in quality and quantity of events will be a significant step in establishing Casper as a destination for sports and recreation.

We fully support the Casper Sports Alliance's efforts to acquire these 2 timing systems. This procurement will directly benefit Casper Mountain Biathlon Club/Natrona County's efforts to build a World Class facility on Casper Mountain as well as the many other user groups in the area. We hope that the decision committee will also see the value and benefit in the Casper Sports Alliance's proposal.

Sincerely,

Cathy Rosser
Managing Director
Casper Mountain Biathlon Club

307-215-4054 • info@caspermountainbiathlonclub.org • www.caspermountainbiathlonclub.org • 1046 Lemmers Rd. Casper WY 82601

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CASPER MOUNTAIN
Biathlon Club

February 5th, 2015

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Optional 1% #15
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City Hall
200 North David Street
Casper, WY 82601

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Managing Director
Casper Mountain Biathlon Club

307-215-4054 • info@caspermountainbiathlonclub.org • www.caspermountainbiathlonclub.org • 1046 Lemmers Rd. Casper WY 82601

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FEB 1 1 2015

CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

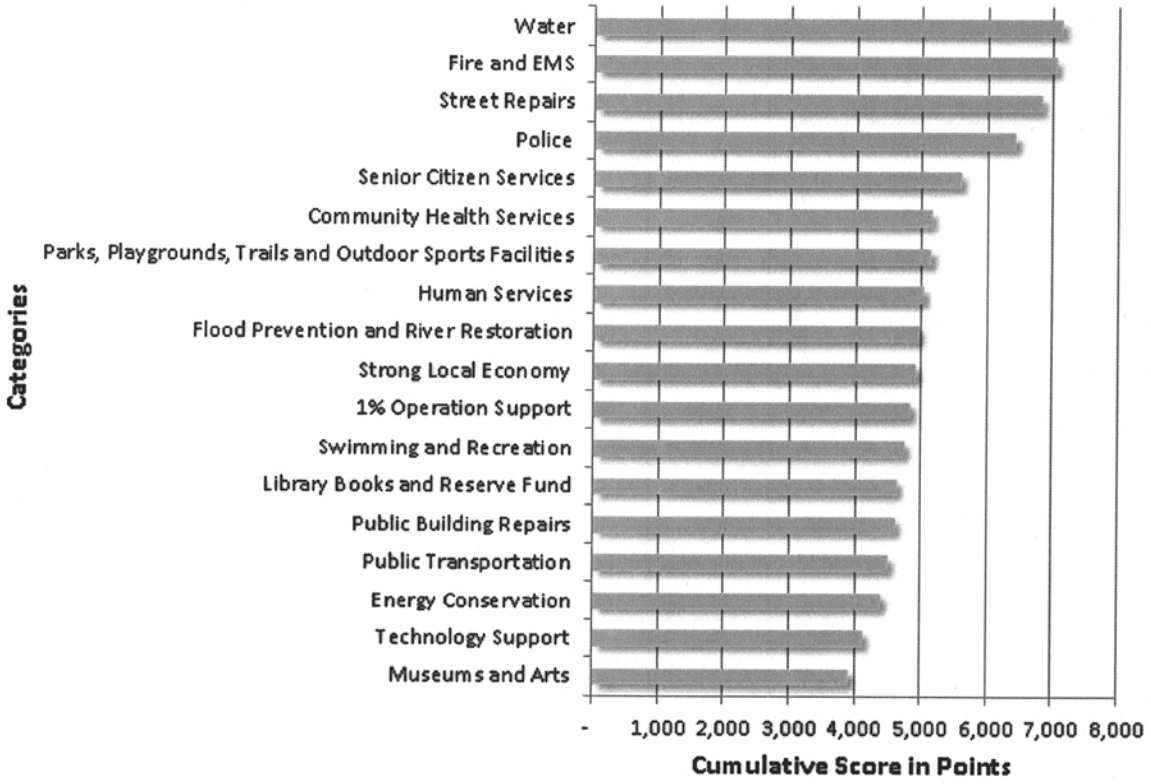
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 1/9/15

Total Amount of Optional 1% Sales Tax Funds Requested $ ~~150,000.00~~ 374,500

PROJECT DESCRIPTION

Project Name: CWRM Capacity Building and Expansion Project

Name and Address of Sponsoring Organization/Agency: Central Wyoming Rescue Mission, PO Box 2030, Casper, Wyoming 802602

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Brad Hopkins, Executive Director, bhopkins@cwrm.org; 307-473-6940

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Facility Expansion/Capital Campaign

The men's and women's shelters are routinely over capacity. This necessitates mats on floors in order to accommodate our guests where no beds are available. In addition, we operate an emergency cold weather shelter with the Community Action Partnership of Natrona County on the Life Steps campus so that no one was turned away during the coldest winter months.

Recently, CWRM made an offer on a property adjoining our men's shelter on Park Street at "A" Street. The offer was accepted and we have now entered into a due diligence phase which includes an environmental study.

CWRM is debt-free as we enter into a capital campaign that will merge our men's and women's shelters with an expanded dining facility in between. We currently serve our meals in shifts due to space limitations. We have a dining room capacity of 33 at this time for an average of 80 guests.

The men's and women's shelters are currently separated by 3.5 city blocks and separate staff is required for each facility. The new facility will expand our capacity by 50% without requiring a 50% increase in staff. We will add 48 beds, 10 women's beds, 20 men's beds, 6 family rooms with three beds each; 75 seat dining room, expand the kitchen and food storage; add two classrooms for group counseling and skills training; a computer lab for job searching/skill training, add private meeting rooms for community partners; and expand restroom facilities.

We have reserve funds sufficient to purchase outright the property adjoining our current men's shelter and demolish the current unusable building.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Central Wyoming Rescue Mission will own the property and newly constructed building.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

In Fiscal Year 2013-2014, we served 868 unique individuals, providing 25,589 beds and served 37,554 meals. We anticipate a 14% increase in beds, a 12% increase in meals.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Private contributions, foundations, and special events. The current request from the Optional 1% Sales Tax funding represents 10% of our first year expansion costs.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

We estimate it will take 24 – 30 months to raise the remaining capital; thus we will likely request sales tax funding two addition times.

Phase One: land purchase – funding secured
Phase Two – construction of new facility
Phase Three – new beds, computers, kitchen and dining room equipment

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Yes, we fall under the Human Services portion of said survey, providing food, shelter, and rehabilitation and education services including employment, education (GED), life and financial skills training.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: _____

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$ 150,000	$140,000	$74,500	$ 10,000
CWRM Discretionary Funds	250,000	250,000		
Campaign Grants Received	10,000			
Grants:				
Private	$ 871,000	$ 931,550	$592,950	$
Federal	$	$	$	$
State	$	$	$	$
*Donations (cash)	$ 200,000	$ 200,000	$100,000	$
*Donations (in-kind)	$ 50,000	$ 50,000	$ 25,000	$
Project Income	$	$	$	$
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$1,531,000**	**$1,571,550**	**$ 792,450**	**$ 10,000**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Chris Darr, Business and Finance Director, Central Wyoming Rescue Mission

Engineering/Architectural Fees (Design/Construction Administration)	$ 337,500
Land Costs	$ 250,000
Construction Costs (Labor and Materials)	$2,050,000
Contingency	$ 607,500
Furnishings	$ 400,000
Equipment Acquisition	$
TOTAL	**$3,645,000**

Estimated Annual Operating/Maintenance Costs $ 100,000

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

The combining of the men's and women's shelters adjoining each other means that we do not need a substantial increase in operating costs or a or employees to service the increased numbers of guests.

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Capacity Challenges

	2013/2014	2014/2015*	Increase
Beds	25,589	29,056	14%
Meals	37,554	41,988	12%

* Projection base on first 6 months

6 Month Nightly Emergency Shelter Average

	Guests	Beds	Mats
	51	46	5
	18**	14	4

** Includes Overflow Shelter begining in Sept. 15th.

Kitchen & Dining

Guests	Seats	Shifts
80	33	2.4

98 Most Guest served at one meal

CENTRAL WYOMING RESCUE MISSION
CWRM

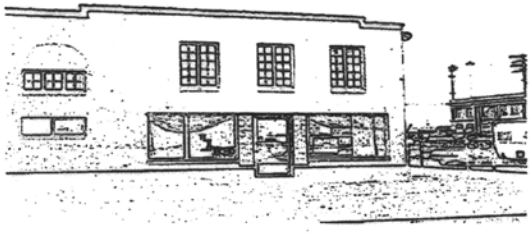
Capacity Solution

Minimum Requirements

- 48 Additional Beds
  - 10 women's beds
  - 20 men's beds
  - 6 family rooms (3 beds each)
- 75 seat dining room (Day shelter)
- Expanded Kitchen/Food Storage
- 2 classrooms for group counseling/skills training
- Computer lab for job search/skill training
- Private meeting rooms for community partners
- Expanded restroom facilities

Financial Summary

Property		
Land Acquisition & Demo	$	250,000
Expansion (7500 sqft)		
Hardcost @$200/sqft	$	1,500,000
Softcost @ $45/sqft	$	337,500
Equipment		
Kitchen/Dining	$	250,000
Dormitory	$	100,000
Classroom/Comp Lab	$	50,000
Renovations		
Mens Dormitory	$	250,000
Womens TTC	$	250,000
Mens LTTH	$	50,000
Contingency (20%)	$	607,500
Total	**$**	**3,645,000**
Phase II - Rescued Treasures		
Purchase & Remodel	$	1,400,000



*Rescued Treasures Thrift Store generates 20% of CWRM annual revenue.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 0 9 2015

Date February 6, 2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 598,611

PROJECT DESCRIPTION

Project Name: Rennovation of Central Wyoming Senior Services

Name and Address of Sponsoring Organization/Agency: Central Wyoming Senior Services Inc.

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Wayne Clements, Executive Director 1831 East 4th Casper, WY 82601 (307) 265-4678
wclements@casperseniorcenter.com

Dave Gossin, President of the Board 1831 East 4th Casper, WY 82601 (307) 265-4678
wclements@casperseniorcenter.com

James Holloway GSG Architecture 606 S. David, Casper, WY 82601 (307) 234-8968
jholloway@gsgarchitecture.com

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

We propose to renovate Central Wyoming Senior Services to increase the lifetime of the City's building, to upgrade the amenities, and to make the space more attractive and citizen friendly. Although we do not plan to increase the size of the space or alter the footprint, we want to address four areas for improvement.

** First is the entryway. Our overall goal with this space is to make the entry more open and inviting for new visitors and those folks wishing to socialize. Starting in the parking lot and to the front door we want to make the area more inviting with landscaping, adequate lawns, aesthetics and a barrier free entryway. It is important to make the reception area where visitors check in, gather information, meet friends, and lounge as open and welcoming as practical. The Check-In Desk needs to expand while administrative office space is behind a wall. Our plan is to open these spaces up and make them more accessible to citizens.

** Second is our meal service area. After visiting the WMC and the College Dining Rooms we became convinced that a "Marketplace Service" would better accommodate our program. Diners do not want to stand in a steam line to make their choices. By establishing serving stations and broadening our choices we will be better positioned serve the younger seniors (Boomers). The future will bring more salad bars, food choices, a lighter menu choice while maintaining the traditional meat & potatoes menu. Part of this effort will be to replace worn and dirty carpeting and to upgrade paint and finishes.

** Third is our Dining Room and Dance Floor. Although open areas for socialization are important we plan to add some more intimate spaces for smaller groups or couples. Taking our cues from area restaurants we will make some smaller sub-spaces within the large dining area including booths. Expanding the stage where performances are held and the attached dance floor will enhance that space.

** The fourth area of improvement is to evaluate our services and to plan for the future and enhance the sustainability of Central Wyoming Senior Services. We will contract with a consulting firm, hopefully from Wyoming, to help assess the functioning of the center and how to best serve the Boomer Population which will soon need services and then to develop a sound business and strategic plan for the future. Finally, we know that we need some furnishing and non-capital items to enhance our meeting areas and classrooms. The Center will fund these items as part of the match for the One Cent Grant.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Central Wyoming Senior Services building is owned by the City of Casper, the city will continue to own the space. The Central Wyoming Senior Services Corporation is a 501 c (iii) Corporation which is managed by a volunteer Board of Directors. Capital construction, leasehold improvements would be considered City property while non-capital items would be paid for and owned by the Senior Center Corporation.

considered City property while non-capital items would be paid for and owned by the Senior Center Corporation.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The most identifiable population to be served by this project will be all citizens of Natrona County who are over 60 years of age. This is, though not the entire story. The Center is available to all citizens in Casper and the county. In addition to our meal service we have hosted Income Tax Rebate programs, recreational dances, exercise groups, numerous educational events, parties and memorial services, Service Clubs for all ages, weekly health screenings, numerous support groups, and the Hospice Grief Camp. We provide Community Based In Home Services to assist clients to stay in their homes as long and comfortably as possible and we offer support including respite care for caregivers. When children know that their vulnerable elder has a safe place to go for a nutritious meal, company, and oversight they are able to concentrate on other priorities.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

The agency has been designating memorial donations for remodeling and long term projects which can be used on this project. We also plan to complete fundraisers to fund non-capital purchases. If Optional 1% is not available at all or in the amount requested it will be up to the City to decide how and if they wish to improve their property. The Central Wyoming Senior Services Board will probably spend all or part of the match on needed furnishings.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

This project will not require funding from future Optional Sales Taxes. We do not plan to compete construction in phases. Although we showed the Project happening in 2015 there is no crisis and the project can be completed at the convenience of the City.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

"Senior Citizens" was voted as priority number four, the first after Water, Fire, Streets, and Police.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Renovation Central Wyoming Senior Services

Proposed Project Funding

		FY15	FY16	FY17	FY18
Optional 1% Sales Tax		$ 598,611	$ -	$ -	$ -
Grants:					
	Private	$ 20,000			
	Federal				
	State				
*Donations (cash)		$ 50,000			
*Donations (in-kind)		$ -			
Project Income		$ -			
**Loans		$ -			
TOTAL FUNDING AVAILABLE		**$ 668,611**	**$ -**	$ -	**$ -**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

Capital costs were estimated by GSG Architecture based on input from Center staff and clients. Other non-capital costs were based on research created internally. Please refer to attached estimates.

Engineering/Architectural Fees (Design/Construction Administration)	$	$ 61,925
• Contingency	$	$ 44,679
Land Costs	$	$ -
Construction Costs (Labor and Materials)	$	$446,791
• Contingency	$	$ 45,216
Furnishings	$	$ 50,000
Equipment Acquisition	$	
Planning and Program	$	$ 20,000
	TOTAL $	$668,611

Estimated Annual Operating/Maintenance Costs ** Reflects only additional Costs	$	$ -

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

This project will not add Costs to the Operating Budget. There is a good possibility that the changes will actually increase revenue through increased participation

Our operating funds come through AoA Funding (Federal and State), Client payments and fundraising and grant finding.

GSGarchitecture

CASPER SENIOR CENTER
PROPOSED BUILDING REMODEL
Probable Project Budget

November 13, 2014

		COST	NOTES
A. CONSTRUCTION			
1. **Proposed renovation of approximately 7,100 SF**			
a. Carpet and Floor Coverings 7,100 SF, remove and replace @ $8.00 / SF	$	58,720	
b. 2x4 Ceiling Grid 1560 SF, Remove and replace @ $6.00 / SF		10,800	
c. Metal stud and gyp walls and soffit demo.	$	10,500	
d. Metal stud and gyp soffits, painted 1250 SF @ $8 / SF	$	11,920	
e. Gypsum Ceiling 420 SF @ $8.00 / SF		3,360	
e. 3 5/8" Metal stud walls and 5/8 gyp both sides painted 1200 SF @ $9.15 / SF	$	10,980	
f. Gas fireplace	$	9,000	
g. New Casework	$	29,000	
h. New interior doors	$	4,000	
i. New exterior storefront vestibule sliding doors and actuators	$	15,000	
2. Kitchen server renovation and new casework (see attached estimate)	$	168,234	
3. Mechanical and Electrical (Upgrade Allowance).....	$	52,000	
4. Landscape improvement allowance		5,000	
SUBTOTAL		388,514	
4. Contractor Overhead and Profit		58,277	
SUBTOTAL		446,791	
8. Design Contingency (10%).....	$	44,679	
SUBTOTAL	$	491,470	
9. Contingency during Construction (5%).....	$	24,574	
TOTAL PROBABLE CONSTRUCTION COST - SPRING 2015 BID	$	**516,044**	
B. SOFT COSTS			
1. A/E Fees (12%) Architectural, Mechanical, Electrical, Kitchen Design	$	61,925	
2.		0	
3.		0	
SUBTOTAL	$	**61,925**	
TOTAL PROBABLE FINAL CONSTRUCTION COST (A + B)	$	**577,969**	
C. OTHER ITEMS			
1. Escalations costs for construction beginning later than 4/1/15 - 4% (plus additional 4% every six months thereafter)	$	20,642	
2.	$	0	
SUBTOTAL		**20,642**	
TOTAL PROBABLE CAPITAL COST (A + B + C)	$	**598,611**	

REMARKS: NONE

FOOD | FORM | FUNCTION
COMMERCIAL FOODSERVICE FACILITIES

11/13/2014

CSC_CONC

Cost Estimate

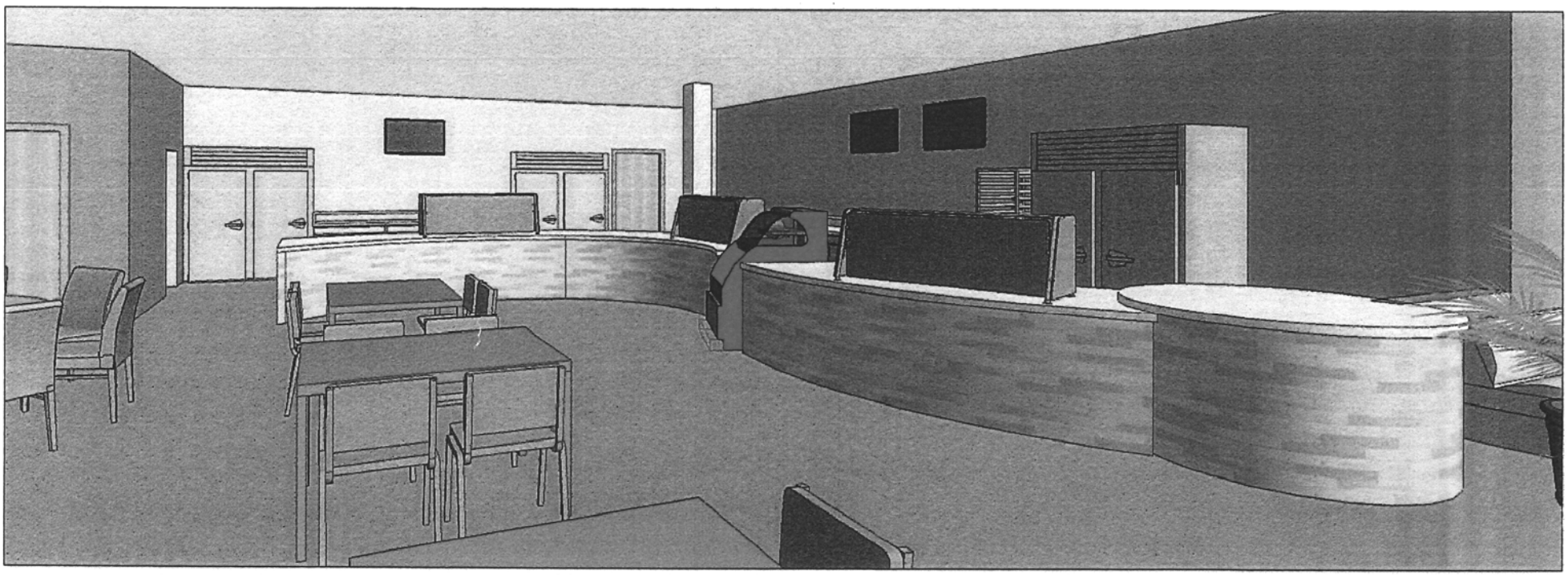
To: GSG Architects
James Holloway

From: H-C Design & Consulting
Michael Miles
614 Ferguson Ave, Ste. 1
P.O. Box 10545 , zip59719-0545
Bozeman, MT 59718-6413
(406)522-7700
(406)522-7700 (Contact)
michael@h-cdesign.com

Project: CSC Concept - Serving

Item	Qty	Description	Sell	Sell Total
1	1 ea	**BUFFET, UTILITY UNIT**	$37,760.00	$37,760.00
2	1 ea	**DROP-IN HOT WELL**	$4,231.01	$4,231.01
3	1 ea	**SNEEZE GUARD, DOUBLE SIDED, STATIONARY**	$2,705.20	$2,705.20
4	1 ea	**DROP-IN COLD FOOD PAN**	$1,572.29	$1,572.29
5	1 ea	**SNEEZE GUARD, DOUBLE SIDED, STATIONARY**	$2,705.20	$2,705.20
6	1 ea	**COMBO MERCHANDISER**	$8,615.48	$8,615.48
7	1 ea	**REFRIGERATED SANDWICH UNIT**	$4,430.66	$4,430.66
8	1 ea	**SNEEZE GUARD, DOUBLE SIDED, STATIONARY**	$2,705.20	$2,705.20
9	1 ea	**BUFFET, UTILITY UNIT**	$14,160.00	$14,160.00
10		**NOT USED**		
11	1 ea	**SOFT SERVE MACHINE**	$16,197.86	$16,197.86
12	1 ea	**REACH-IN REFRIGERATOR**	$11,682.00	$11,682.00
13	1 ea	**PAN RACK, BUN**	$400.20	$400.20
14	2 ea	**BUFFET, UTILITY UNIT**	$14,160.00	$28,320.00
15	2 ea	**BUFFET, UTILITY UNIT**	$14,160.00	$28,320.00

Merchandise	$163,805.10
Freight	$4,428.80
Total	$168,233.90



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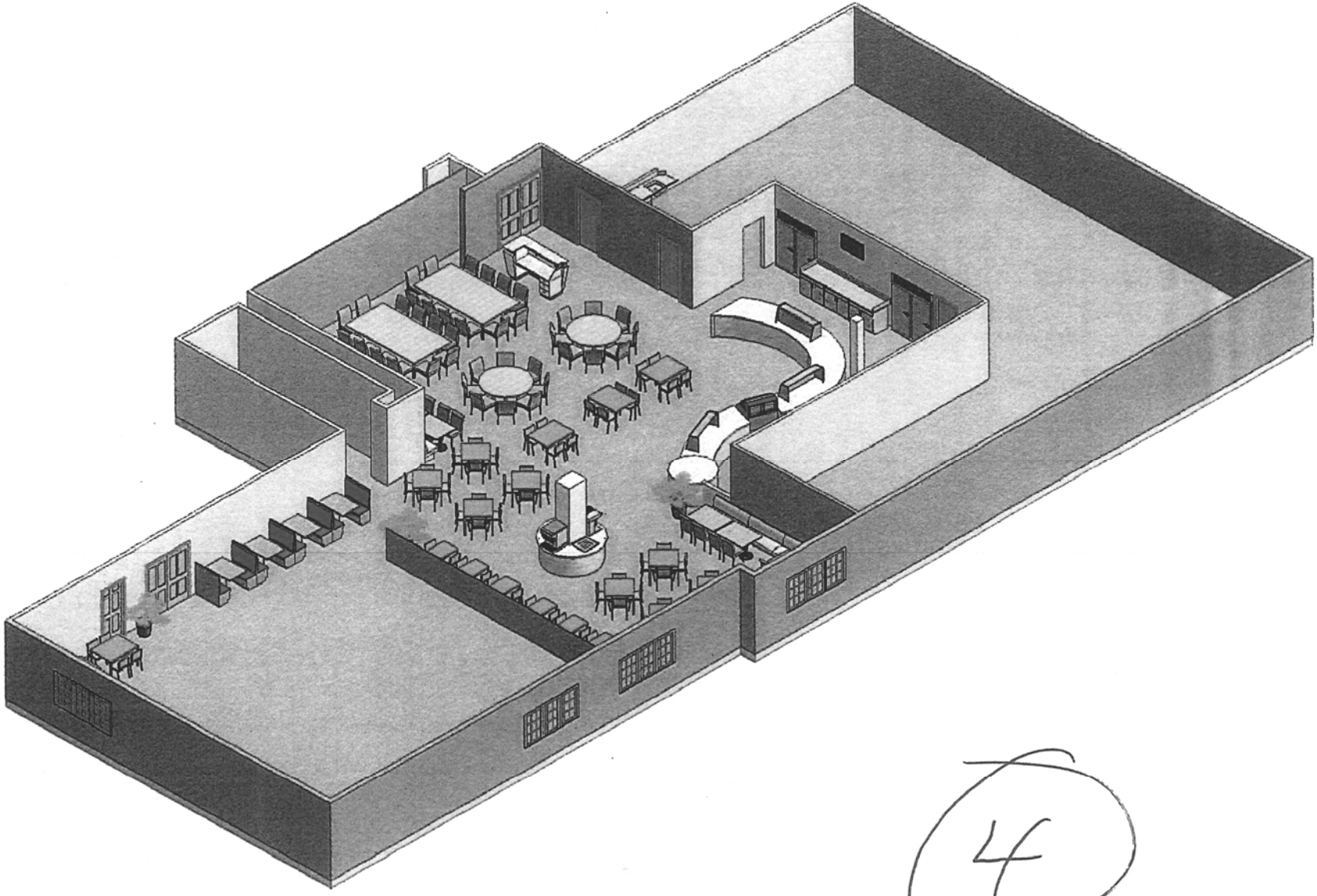

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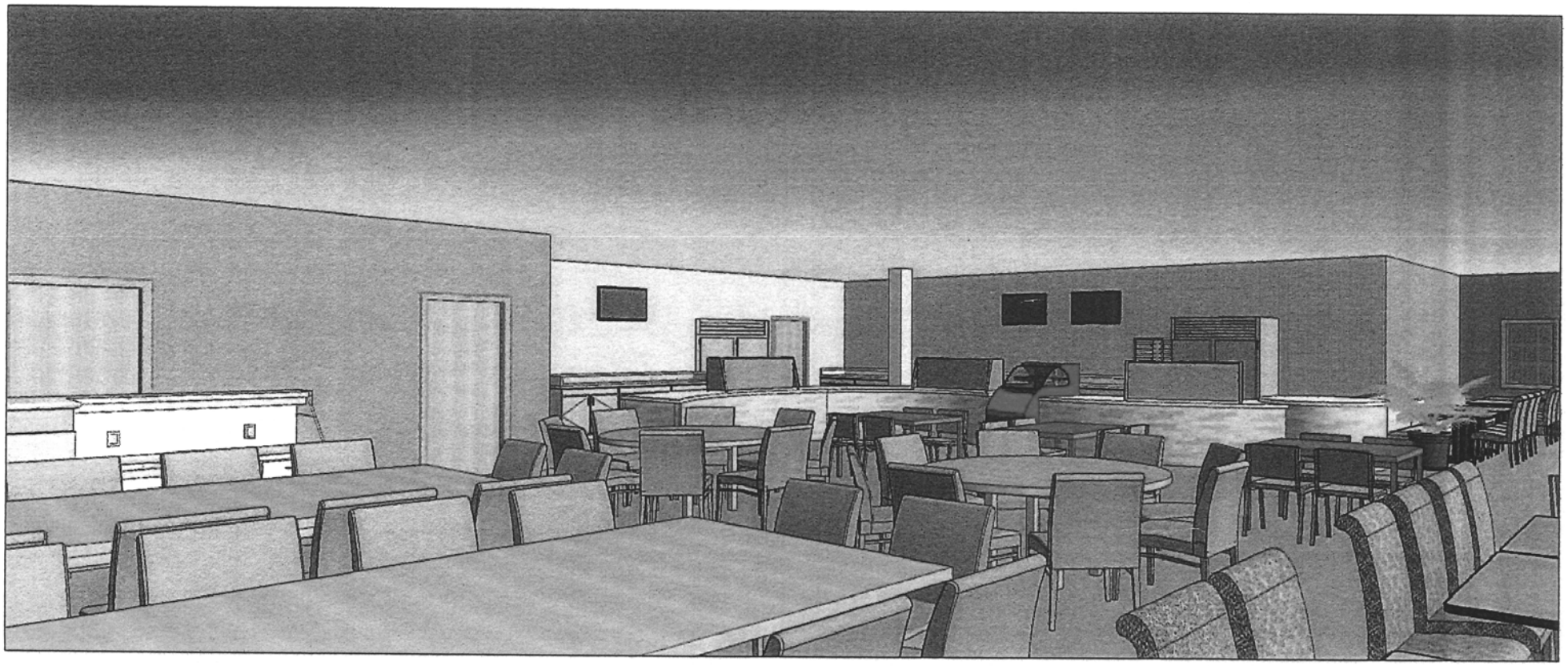

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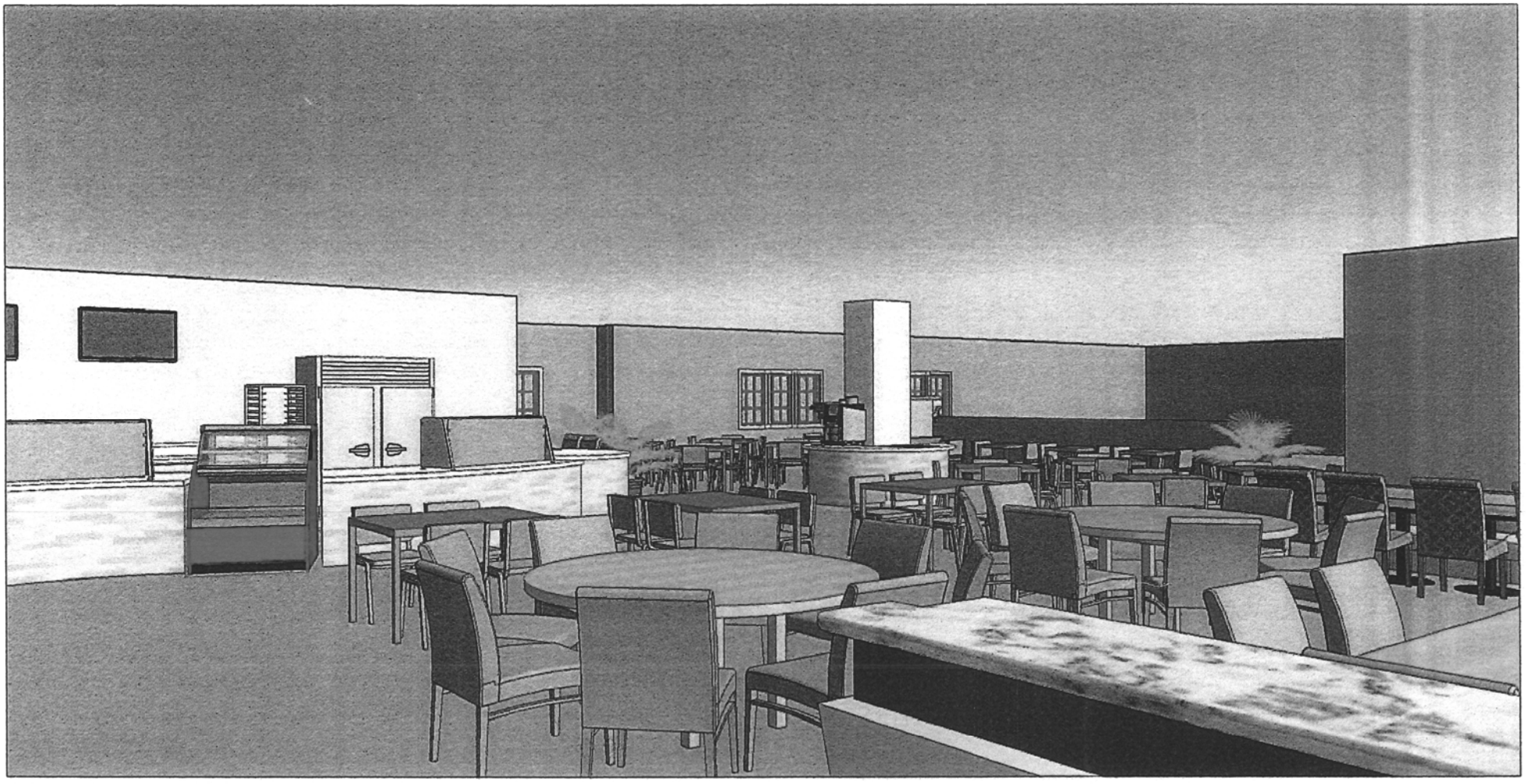

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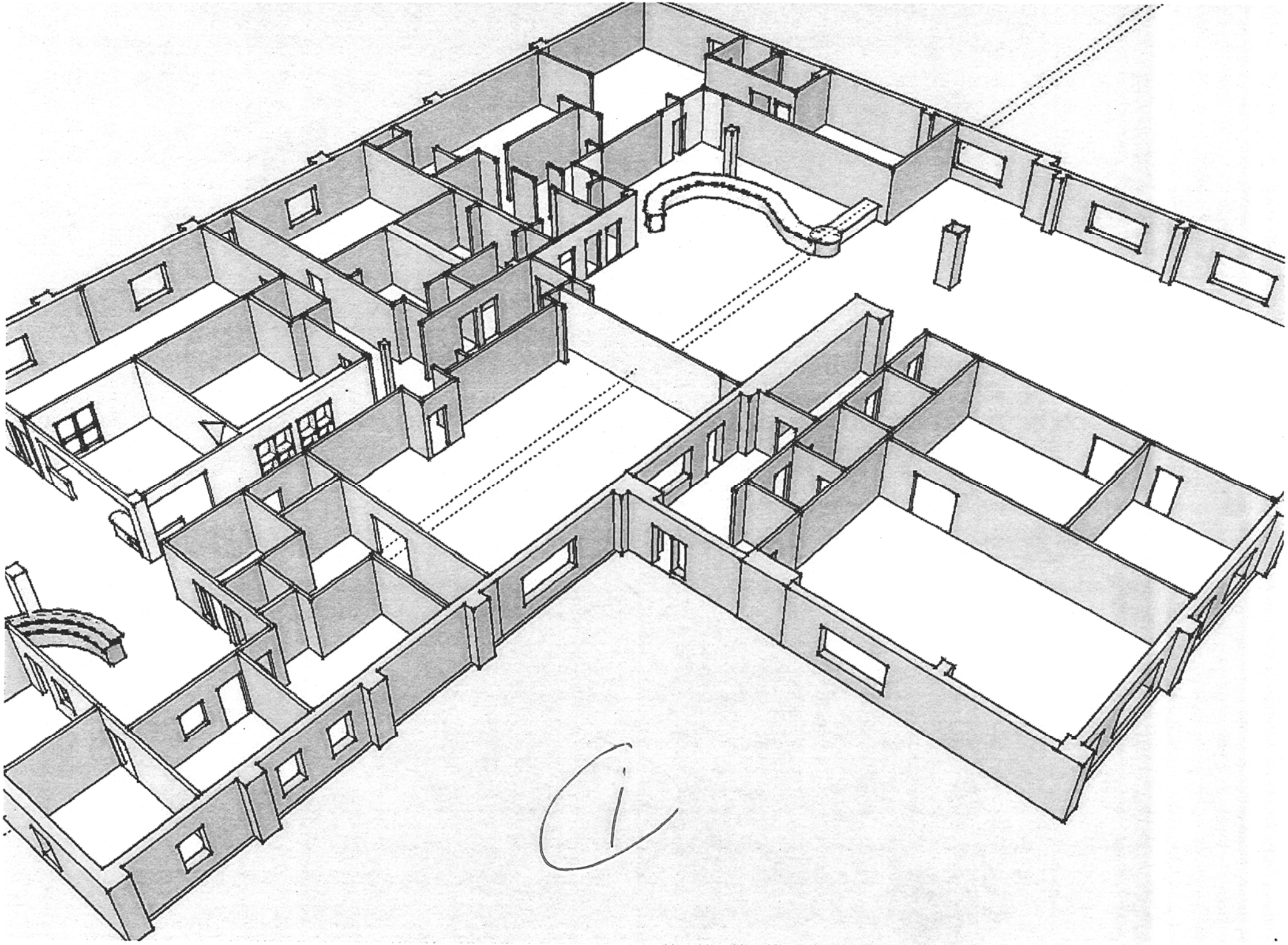

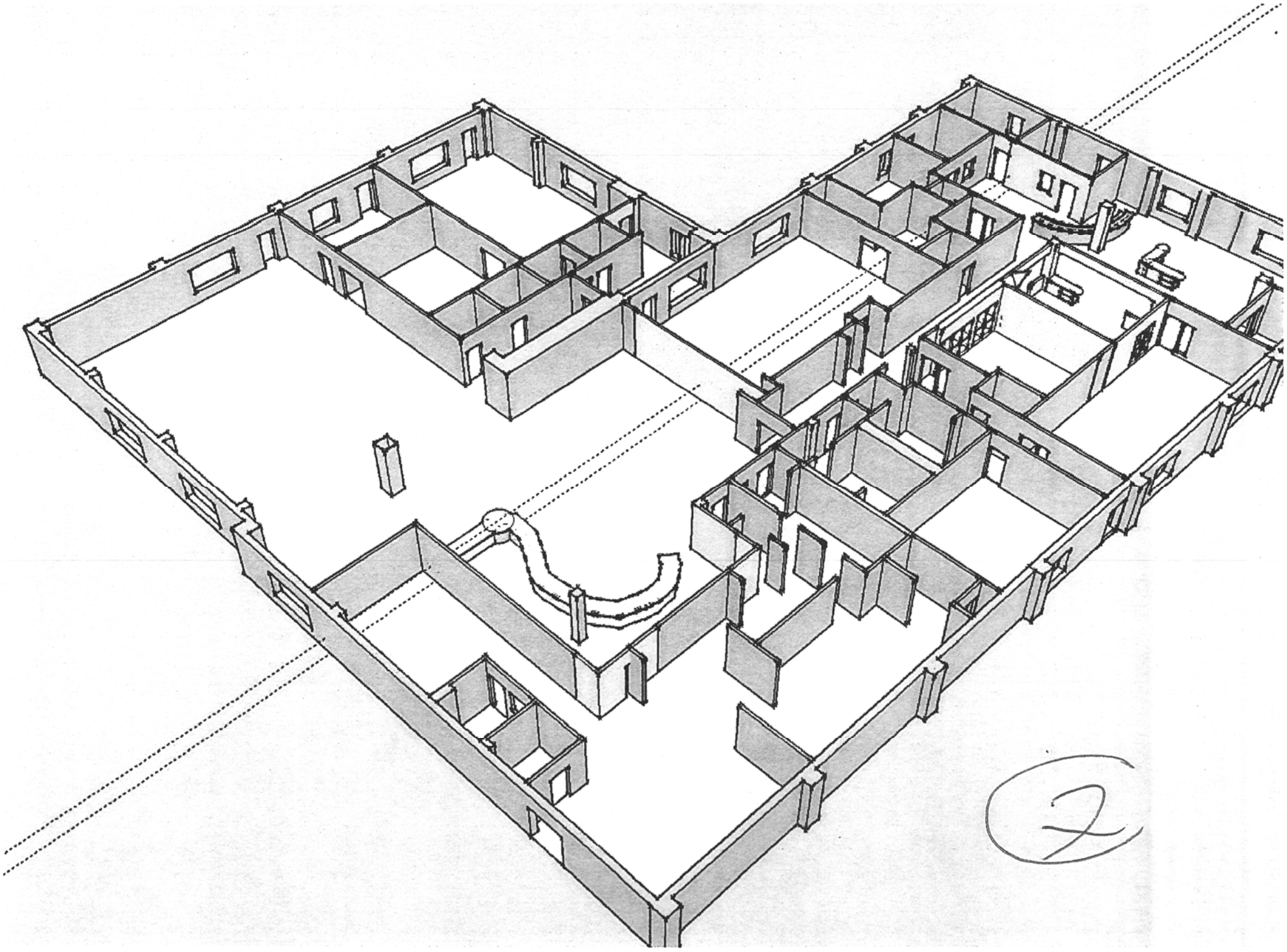
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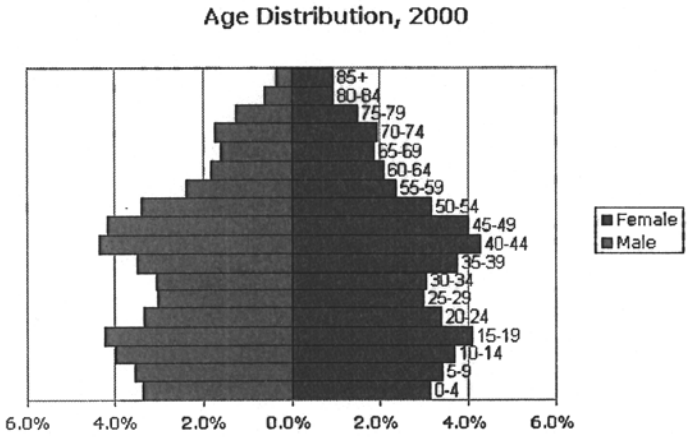
APPENDIX ONE
DOCUMENTING THE NEED

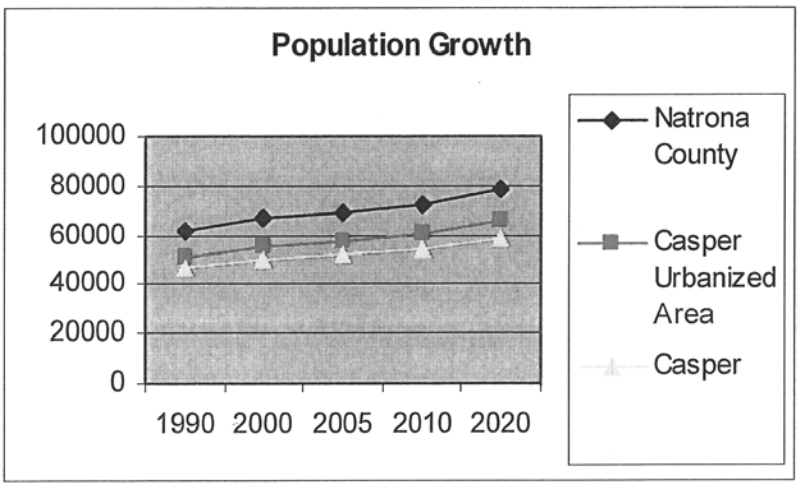
The Growing numbers of people 60 and over is well documented nationally; in the State of Wyoming and Natrona County. The Baby Boom may very well be a "bomb" as we begin accessing services for seniors. The following facts are from a variety of sources including the Wyoming Economic Department.

Nationally there are now 75,000,000 "Boomers", those people born between 1946 and 1964, thousands of these folks will turn 60 this year and by 2011 they began turning 65. Comparing the years 1900 and 2000 we find that there were 26 times as many people over 85 in the year 2000 with 76,000 of those folks over the age of 100. The experts anticipate the 76,000 centenarians to grow to 1,000,000 as the boomers move through the system! The largest group will move through the system between 2010 and 2030, the number of folks 65 years plus will grow by 75% to 69,000,000. Sometimes Wyoming escapes national problems but predictions state that we may feel the pinch even more than the average.

Wyoming is probably aging faster than the average. In 1990 the median age was 32.9 nationally while it was 32.1 in our state: now the national median is 35.3 while Wyoming's is 36.2. For all 5 year increments of age over 45 (45, 50, 55 etc) the increased population was 37.6% here while it was only 24.9% in the U.S. Demographers have described graphs of the Boomers passing through the population as being similar to a pig passing through a Boa Constrictor-the pig image may be more correct than we wish to acknowledge. When we assess the Graph below we see that those groups of people who have been caregivers are frighteningly smaller as time goes on.



The City and County also project growth as well with the population following similar age groupings. The following chart illustrates this growth.



After showing the expected growth we need to make some educated guesses about what services these Boomers may want and need. AARP and others have done much assessment and have arrived at the following conclusions. Retirement will change, some will be unable to retire for financial reasons; others may want to continue to work. The life of leisure will phase in as people tend to cut back on their hours and look to the local Senior Center to fill in the social and educational gaps. The group approaching retirement tends to think more about health and finances-they are confident that they can improve both. People are already utilizing the Center for information and health screening; we anticipate growth in education and health promotion activities. People want to "live younger: longer" and will take steps to meet those goals. There will continue to be more aged women than men but they will be less willing to join clubs and volunteer in the classical sense. Volunteers will probably want to contribute in professional ways; they won't want to stuff envelopes. With the improvements in healthy aging, health care, and preventive medicine; we may be younger longer but will pay a price later on.

We anticipate that those who are sick will be sicker and will be sick longer than now. Keep in mind that, at about the time this is occurring, the group of people who are caregivers will shrink significantly. With sicker people and fewer caregivers Senior Centers will undoubtedly pick up some of the slack by becoming much better at information and referral. We may also see more folks utilizing the building and programs for minimal support and socialization. We now know that our programs postpone Nursing Home Admissions and allow folks to age at home. The Senior Center is an important first step in the continuum of care which stretches between home and Nursing Home. We are often the first place where people come for service and information.

RECENT FUNDING HISTORY

Central Wyoming Senior Services has enjoyed strong support from the City and County for one Percent projects. We will detail several projects from the recent past.

One Cent funding paid for the initial construction of the Building next door to the recreation center.

In 2000 (estimated) the Center build a "Computer Lab" with one cent funds providing six laptop computers.

One Cent # 13 provided $2,800,000 for an addition to the Building.

One Cent 14 provided $21,437 for video conferencing capability.

Address any reply to: 300 E. 8th St., Austin, Tex. 78701
Department of the Treasury

Person to Contact: W. H. Jones, Jr.
Telephone Number: (512) 397-5716

District Director

Internal Revenue Service

Date: August 10, 1976

In reply refer to: E:EX:1002:WHJ:ld

AUS:EO: 76-1376

Natrona County Senior Citizens
Services, Inc.
P. O. Box 501
Casper, WY 82601

Accounting Period Ending: June 30
Form 990 Required: ☒ Yes ☐ No
Advance Ruling Period Ends: June 30, 1978

Gentlemen:

Based on the information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization of the type described in section 170(b)(1)(A)(vi) and 509(a)(1).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization so long as you continue to meet the requirements of the applicable support test. If, however, you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, in the event you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. In addition, if you submit the required information

within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section 509(a)(1) organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) organization.

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.

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions concerning these taxes, please let us know.

If your sources of support, or your purposes, character, or method of operation is changed, you should let us know so we can consider the effect of the change on your status. Also, you should inform us of all changes in your name or address.

If the yes box at the top of this letter is checked, you are required to file Form 990, Return of Organization Exempt From Income Tax, only if your gross receipts each year are normally more than $5,000. The return is due by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, for failure to file the return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Sincerely yours,

Robert M McClure

District Director

CERTIFICATE OF EXEMPTION FROM WYOMING SALES TAX

NAME OF ORGANIZATION (PURCHASER)
Central Wyoming Senior Services, Inc.

STREET ADDRESS OR P.O. BOX NUMBER
1831 E. 4th Street

CITY	STATE	ZIP CODE	TELEPHONE NUMBER
CASPER.	WYOMING	82601	(307) 265-4678

I, THE ABOVE NAMED PURCHASER, HEREBY CERTIFY THAT I AM EXEMPT FROM SALES/USE TAX UNDER W.S. 39-6-405 AND 39-6-505 AS A :

- [ ] RELIGIOUS OR CHARITABLE ORGANIZATION. (Vendor - See reverse side of this form for instructions.)
- [ ] THE UNITED STATES GOVERNMENT. (Must be purchased directly with U.S. Government funds.)
- [ ] THE STATE OF WYOMING OR ITS POLITICAL SUBDIVISION.
- [ ] WYOMING JOINT APPRENTICESHIP TRAINING PROGRAM.
- [ ] WYOMING JOINT POWERS BOARD.
- [X] NON-PROFIT ORGANIZATION PROVIDING MEALS OR SERVICES TO SENIOR CITIZENS. (Must be certified by the Division of Public Assistance of the Wyoming Department of Health and Social Services.)

I FURTHER CERTIFY THAT THE ITEMS PURCHASED PURSUANT TO THIS EXEMPTION CERTIFICATE ARE BEING PURCHASED DIRECTLY BY THIS EXEMPT ORGANIZATION; THAT THE ITEMS PURCHASED WILL BE USED IN OR FOR THE CONDUCT OF AUTHORIZED ACTIVITIES AND FUNCTIONS OF THIS EXEMPT ORGANIZATION; AND THAT I AM DULY AUTHORIZED BY THIS ORGANIZATION TO EXECUTE THIS CERTIFICATE, WHICH WILL BE VALID FOR ALL PURCHASES UNTIL CANCELLED.

AUTHORIZED SIGNATURE:	TITLE:	DATE:
Wayne Clement	Executive Director	8/10/99

ANY PERSON WHO SHALL MAKE A FALSE STATEMENT TO ATTEMPT TO EVADE THE PAYMENT OF SALES TAX AND ANY PERSON WHO AIDS OR ABETS ANOTHER IN ANY ATTEMPT TO EVADE THE PAYMENT OF SALES TAX MAY BE FINED OR IMPRISONED IN THE COUNTY JAIL OR BOTH.

FORM ST - 004 (REVISED 03-90) Please Read The Instructions On The Reverse Side Of This Form.

Tax ID # 83-0229904

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

RECEIVED
FEB 05 2015

Date: February 3, 2015

Total Amount of Optional 1% Sales Tax Funds Requested: $ 200,000

PROJECT DESCRIPTION

Project Name: Training and Placing Casper Low-Income Single Mothers in Careers that Support their Families

Name and Address of Sponsoring Organization/Agency:

Casper CLIMB Wyoming

900 Werner Court Suite 100, Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Heidi Foy, Casper CLIMB Wyoming Business Liaison

900 Werner Court Suite 100, Casper, WY 82601

heidi@climbwyoming.org, (307) 237-2855 x5

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

CLIMB Wyoming's mission is to train and place low-income single mothers in careers that successfully support their families. With 5 locations across Wyoming, CLIMB's impact is far reaching, yet carefully geared to meet the needs of each community and region served. Casper CLIMB Wyoming is requesting funds from the City of Casper for direct services to support Casper CLIMB programs in Natrona County which include the following phases:

1) Program Research and Planning: With a market-based approach, Casper CLIMB staff identify career opportunities in Natrona County in growing fields that offer livable wages. Based on this input, the Casper CLIMB staff work with private training entities to develop a curriculum for participants. Effective research and planning ensures that staff will be able to place participants in long-term jobs with self-sufficient wages and opportunities for career growth.
2) Participant Recruitment: Casper CLIMB program staff recruit low-income single mothers who reside in Natrona County. The participants are accepted based on need (participants must be earning less than 185% of the poverty rate) and based on their readiness to transition to a new career. The Casper staff also ensure that the selected candidates are able to overcome obstacles such as low self-esteem, childcare needs, transportation and housing so they can fully participate in the rigorous CLIMB program.
3) Comprehensive Training: Job skills and work readiness trainings for participants are designed to develop the skills necessary to seek, obtain and maintain stable, long-term careers in high demand occupations. Many of the technical training programs result in certifications for the participants. Alongside the technical training, Casper CLIMB addresses life skills topics including financial literacy, parenting skills, healthy and safe relationships, child support, food and nutrition and more. The therapeutic model that is at the core of the CLIMB program also includes individual and group counseling so that participants can overcome barriers to success.
4) Job Placement: Participants transition to the actual workplace through a Casper CLIMB job Placement where they use skills learned during training in a position that is expected to become a long-term job. Employers are reimbursed during the two to three month work placement, and staff members work closely with employers to ensure participants are meeting expectations.
5) Ongoing Support: Casper CLIMB staff members continue to meet with graduates after they finish the program to support success in the workplace and family stability, to discuss life challenges and possible solutions and continually review community resources. Due to the intensity of the program, Casper CLIMB staff help participants maintain the success they have gained.

CLIMB Wyoming's model is based on research and more than 29 years of successfully helping single mothers achieve and maintain self-sufficiency. The model was developed in Cheyenne in 1986 for young, single mothers age 16-21 under the name of the Fleming Young Parent Program. Recognizing this successful paradigm and the need to reach more at risk single mothers, Wyoming community partners collaborated to aggressively expand the Young Parent Program model to serve low-income single mothers of all ages across the state. Under this expansion, the name of the program was changed to CLIMB Wyoming and 4 additional program sites were established to serve Northwest WY, Central WY, South Central WY and the Teton Region. The Casper CLIMB program was established during this expansion in 2003 and currently offers training programs that lead to careers in the Health Care Industry, Welding, CDL Truck Driving and Warehouse Management, and in professional Office Careers. Over

250 single mothers and approximately 500 children in Natrona County have benefitted from the life changing CLIMB Wyoming Program over the past 10 years.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The proposed project does not involve the purchase of equipment or construction of a building or facility.

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Casper CLIMB Wyoming is improving the economic conditions of single mothers and children who live at 185% of poverty and below. The average participant age is 28 with an average of 1.9 children and the average monthly wage income for employed participants at the start of the program is $1,031 per month. 46% of CLIMB participants enter the program underemployed in low wage jobs, while 54% enter the program unemployed. CLIMB Wyoming has a gender specific focus, since such a high percentage of low-income children are economically dependent on single mothers. CLIMB Wyoming does not discriminate on race or ethnicity and serves a diverse population. Findings from CLIMB's mental health assessments reveal participant families have a high degree of substance abuse, domestic violence, sexual abuse and legal involvement in their histories. Casper CLIMB Wyoming will run 3 programs per year serving approximately 30 new participants.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Other funding commitments over $1,000 made to the Casper CLIMB Wyoming program include the following: Families Becoming Independent $100,000, Natrona County Community Partnership Initiative $35,000, Daniels Fund $20,000, McMurry Foundation $5,000, John P. Ellbogen Foundation $15,000, Ruth R. Ellbogen Foundation $5,000, Wyoming Community Foundation of Casper $20,000, Zimmerman Family Foundation $2,000, The Wold Foundation $2,500, R&R Rest Stops $2,500, and hundreds of individual donors. Since Casper CLIMB does not charge tuition to participants, we rely on governmental support and private donations to fund the program. If Optional 1% Sales Tax funding is not available, the Casper CLIMB program will go forward but participant numbers could be affected.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

The requested funds will be used to support direct services of the Casper CLIMB program including job skills and work readiness training, life skills training, mental health services, job placement and ongoing support as described above. Casper CLIMB Wyoming is an ongoing program as the need and demand are greater than the population we can serve each year. CLIMB Wyoming is committed to a sustainable funding platform that is diversified with income sources. The comprehensive fundraising program includes the following:

1) Foundation and corporate grant seeking, which includes identification and outreach to appropriate prospects to help underwrite special needs and projects;
2) Major donor cultivation to develop and secure an individual donor base with a capacity to have significant impact on CLIMB Wyoming activities; and
3) Government grant seeking, which includes identification of and application to appropriate federal, state and county requests.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The proposed project fits within the Human Services priority identified by the citizen survey. The foremost goal of every Casper CLIMB Wyoming training program is to ensure that low-income single mothers receive the training, skills and support necessary to reach economic self-sufficiency and to succeed long-term in all aspects of their lives. The program objectives are that graduates are trained and placed in high quality jobs, increase their incomes to livable wages, reduce dependence on government benefits, and learn the skills needed for successful relationships at home and at work.

CLIMB Wyoming expects the Casper participants to demonstrate similar outcomes to our following long-term successes:
1) 91% of participants successfully graduated from the Casper CLIMB program;
2) 76% were employed full-time two years after completing the program;
3) Monthly wage income for employed participants more than doubled two years after program completion ($1,079/month to $2,528/month);
4) 49% of graduates utilized food stamps prior to entering the program while 38% utilized food stamps two years after completing the program; and
5) 29% of graduates utilized public healthcare prior to entering the program while 15% utilized public healthcare two years after completing the program.

One example of a participant story is Jamie, who has 2 children, and earned $6,825 per year as a part-time food service worker before coming to CLIMB. After completing a Casper Certified Nursing Assistant Training, Jamie is now employed as a Certified Nursing Assistant earning $23,920 per year. In Jamie's words, "It was hard to find a job that would support me and my two boys without having finished school. I wanted the job training when I started the CLIMB program – I didn't think I needed help with anything else. I learned so much about myself. I learned how to trust the other women and how to let people in. I learned how to be more confident in everything and how to be assertive and get my needs met. The best part about CLIMB for me was learning how to stand up as a person instead of staying in the shadows."

The program objectives also reach beyond the participants to:

Impact the Family Environment: The comprehensive CLIMB Wyoming program model addresses more than just job training and placement. Participants learn life skills including parenting, stress management and budgeting that improve their capacity for successful parenting and increase their ability to set a positive example for their children. Armed with new coping and communication skills, as well as a steady source of income, our program graduates are able to provide healthier, more stable environments for their children.

Support Wyoming Businesses: CLIMB Wyoming is strengthening Casper businesses by preparing trained workers to succeed and be productive contributors in the workplace. The Casper CLIMB program works directly with local employers to ensure that their training needs are met.

Benefit Local Wyoming Communities: The benefits to Natrona County are significant as more families move out of poverty. Some of the community benefits include increased school attendance rates, decreased child behavior problems, improved mental health, decreased substance abuse, decreased use of foster care, increased access to private health insurance, and a decrease in the crime rate. Families that break the cycle then have the ability to become positive role models and contributing members of their communities. Program graduates are often able to transition off public assistance as they enter higher paying careers after completing the program.

Governor Matt Mead and the Wyoming Department of Family Services (DFS) recently recognized CLIMB's commitment to and impact on families in poverty in Wyoming with the Friends of DFS award. The award is given rarely and has been awarded to a Wyoming organization only three times in recognition of outstanding work in helping Wyoming families in need.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Training and Placing Casper Low-Income Single Mothers in Careers that Support their Families

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Grants:				
Private	$ 100,000	$ 110,000	$ 115,000	$ 115,000
Federal	$ 150,000	$ 145,000	$ 140,000	$ 140,000
State	$ 0	$ 0	$ 0	$ 0
*Donations (cash)	$ 55,000	$ 75,000	$ 85,000	$ 90,000
*Donations (in-kind)	$ 80,000	$ 20,000	$ 20,000	$ 20,000
Project Income	$ 0	$ 0	$ 0	$ 0
**Loans	$ 0	$ 0	$ 0	$ 0
TOTAL FUNDING AVAILABLE	**$ 435,000**	**$ 400,000**	**$ 410,000**	**$ 415,000**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST ATTACHMENTS

FUNDING AND EXPENDITURES

1. Detailed Budget: Please see attached project budget.

2. Operation/Maintenance Cost Estimates: Please see attached project budget *Total Facilities* Line Item.

3. Capital Investment Maintenance/Replacement Plan: Not applicable.

4. Cost Estimate Substantiation: Please see attached project budget.

5. Funding Timeline: The funding timeline is 7/1/2015 to 6/30/2016 for the first year.

6. Project Debt Disclosure: There is not project indebtedness.

OTHER DOCUMENTATION

7. Non-Profit Status: Please see attached IRS 501c3 determination letter.

8. Funding History: Casper CLIMB Wyoming has never received optional sales tax.

9. Needs Data: There is an acute and widespread need in Wyoming for programs that help low-income single mothers and their family's transition out of poverty. According to the U.S. Census Bureau, nearly half of Wyoming families living in poverty are headed by single mothers. In addition, across Wyoming, 43% of single mothers and their children lived in poverty in 2012 (National Women's Law Center 2012). Within this population, there is a high degree of substance abuse, mental health disorders, family violence, child behavior problems, use of foster care, and legal challenges.

   All of these factors make this population one of the most at-risk and difficult to reach. Without successful avenues to self sufficiency, this population can have a significant impact on community and public resources, and the future opportunities for the children in this population decreases. Seven in 10 children living with a single mother are poor or low income, compared with less than a third of children living in other types of families (PRB 2010). Poverty and the related disadvantages negatively affect both the educational opportunities that children will have and the educational outcomes that they will likely experience (ETS 2013). Casper CLIMB Wyoming believes there is no better way to support the advancement of children in poverty than in providing their parent an opportunity for stability through self-sufficiency.

10. Preliminary Design Documents: Not applicable.

cliMb Wyoming

Casper Program Operating Budget
October 1, 2014 - September 30, 2015

Proposed Expenditures	Amount	Cost Estimate Substantiation
Salaries	$124,455.00	Salaries and employer payroll taxes for a staff of 2 employees providing direct services including: 1 program director and 1 program coordinator. Additional program services provided by Statewide Director of programs.
Employer Payroll Taxes	$12,445.00	
Employer Paid Benefits	$4,581.00	Health, dental, vision, and life insurance expenses for those employees that participate in CLIMB's insurance plan.
Total Personnel	**$141,481.00**	
Mental Health Provider	$25,000.00	Costs of hiring licensed consultants to provide group and individual counseling for program participants.
Professional Speakers	$1,000.00	Professional speakers for life skills classes.
Nonprofit Consultant - Program	$13,000.00	Amounts paid for research and development of training programs, job placements, and participant employment support.
Total Contractual Program	**$39,000.00**	
Participant Incentives	$20,000.00	Incentives earned by participants for attendance to simulate the work environment. Used by participants for assistance with living expenses while in training.
Tuition	$30,000.00	Tuition for specific job-skills training in such fields as healthcare, construction trades, and business careers.
Participant Recognition Events	$1,100.00	Events to recognize participants who complete training goals and complete program.
Graduate Services	$2,300.00	Graduate services including group meetings and related expenses for individuals who complete the training program.
Participant Training Materials and Support	$7,500.00	Materials and nutritious meals to meet needs of participants and their children during training and group activities.
Total Participant Training	**$60,900.00**	
Work Experience Wages	$25,000.00	Employer wage reimbursement for supervised on the job training.
Work Experience, Payroll Taxes	$2,500.00	Employer payroll taxes related to the employer wage reimbursement.
Work Support Services & Clothing	$8,300.00	Items needed to successfully complete training and work experience. Includes steel toed boots, coveralls, gloves, tools, scrubs, professional attire, etc.
Total Participant Work Experience	**$35,800.00**	
Participant Travel	$2,000.00	Participant travel to training and employment.
Program Related Staff Travel	$2,000.00	Staff travel for participant contact, job-placement, employer liaison, and community collaboration reimbursable at the standard IRS rate.
Total Program Travel	**$4,000.00**	
Participant and Employer Recruitment	$11,100.00	Recruitment materials, media recruitment, and employer recognition.
Professional Networking Memberships	$2,000.00	Membership in local community organizations for partnerships and employer/participant recruitment.
Total Program Recruitment and Networking	**$13,100.00**	
Office Supplies & Equipment	$3,000.00	General office supplies & equipment including printing, postage, ink cartridges, paper, printers, fax machines, etc.

Staff Development and Training	$1,000.00	Personnel development and training.
Staff Development and Training Travel	$200.00	Travel for the Statewide Director of Programs for site training; staff travel to training courses and semi-annual statewide staff trainings.
Non-Program Related Staff Travel	$0.00	Travel for administrative purposes such as attending statewide meetings and travel for audit purposes.
Employee Recognition	$150.00	Amounts used by supervisors to encourage and promote staff recognition and appreciation.
Total Staff Training, Travel, and Supplies	**$4,350.00**	
Facility Costs/Rent	$52,816.00	Rent and utilities for office space, classrooms, and group/individual mental health treatment space.
Telecommunications Services	$2,500.00	Phone, fax, and internet services.
Total Facilities	**$55,316.00**	
Equipment Purchases	$1,300.00	Computers or other equipment purchased in excess of CLIMB's capitalization threshold of $1,000.
Repair & Maintenance (Equipment)	$500.00	Costs to repair and maintain office equipment.
Total Equipment Purchases and Maintenance	**$1,800.00**	
Fundraising	$7,000.00	Costs associated with donor cultivation and solicitation.
Total Fundraising	**$7,000.00**	
Administration	$32,647.23	Administrative salaries, facilities and other indirect costs that are charged to the site for centralized administrative duties. Costs are allocated using the direct cost allocation method.
Total Administration	**$32,647.23**	
Total Expenses	**$395,394.23**	

OC 00 000000 200840 8343 138105 158

R03423 TE3 201523033

Department of the Treasury
Internal Revenue Service
EO Rulings and Agreements
P O BOX 2508
CINCINNATI OH 45201

Date of this notice: October 13, 2008
Notice Number: CP-158
Taxpayer Identification Number:
20-1523033

Advance Ruling Period Ending Date:
September 30, 2008

For assistance, call:
1-877-829-5500

174597.546970.0833.019 1 AB 0.351 695

CLIMB
% RAY FLEMING DINNEEN
1001 W 31ST ST
CHEYENNE WY 82001-2442016

174597

Our records indicate that you were issued an advance ruling letter that treated you as a public charity, rather than a private foundation, during an advance ruling period that ends on the date indicated above. That letter required you to file IRS Form 8734 at the end of your advance ruling period to establish that you qualify as a public charity.

New IRS regulations changed the procedures governing your public charity status. You are no longer required to file Form 8734 at the end of the ruling period. The regulations also provide that donors can rely on your advance ruling letter with respect to your public charity status unless the IRS changes that status, based on the organization no longer meeting an applicable public support test, and publishes notice of the change.

If you have received Form 8734 from the IRS, please do not file it. Please keep your advance ruling letter along with this letter for your permanent records.

The regulations also changed the rules for computing public support, consistent with the redesigned Form 990, Return of Organization Exempt from Income Tax. For more information regarding those rules and the redesigned Form 990, please see the IRS website at www.irs.gov/eo.

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: DEC 0 5 2007

CLIMB
% RAY FLEMING DINNEEN
1001 W 31ST ST
CHEYENNE WY 82001-2442

Person to Contact:
Vaida Singleton
ID# 31-03018
Toll Free Telephone Number:
877-829-5500
Employer Identification Number:
20-1523033
Advance Ruling Period Ends:
September 30, 2008

Dear Sir or Madam:

This is in response to the amendments to your organization's Articles of Incorporation filed with the state on September 20, 2007. We have updated our records to reflect the name change from OUR FAMILIES OUR FUTURE to CLIMB, as indicated above.

Our records indicate that a determination was issued in July 2005 that recognized you as exempt from Federal income tax. Our records further indicate that you are currently exempt under section 501(c)(3) of the Internal Revenue Code, and are classified as a public charity under section(s) 509(a)(1) and 170(b)(1)(A)(vi) of the Code until the advance ruling period ending date shown in the heading.

Within 90 days from the end of the advance ruling period, you must submit to us information needed to determine whether you met the applicable support tests during your advance ruling period. This information is currently supplied on Form 8734, *Support Schedule for Advance Ruling Period.*

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.

Grantors and contributors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you submit the required information within 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your public charity status.

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

Sincerely,

Cindy Westcott

Cindy Westcott
Manager, Exempt Organizations
Determinations

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

DEPARTMENT OF THE TREASURY

Date: JUL 15 2005

OUR FAMILIES OUR FUTURE
C/O RAY FLEMING DINNEEN
1001 W 31ST ST
CHEYENNE, WY 82001-2442

Employer Identification Number:
20-1523033
DLN:
17053307048044
Contact Person:
MARC KENNEDY ID# 52413
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
September 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
March 24, 2004
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
September 30, 2008

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.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

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

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date 2/2/2015

Total Amount of Optional 1% Sales Tax Funds Requested $ 500,000

PROJECT DESCRIPTION

Project Name: Human Service Support Expansion

Name and Address of Sponsoring Organization/Agency: _____

Community Action Partnership of Natrona County
800 Werner Ct., Suite 201
Casper, WY 82601

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Brenda S. Eickhoff, Executive Director
800 Werner Ct., Suite 201
Casper, WY 82601
beickhoff@natronacounty-wy.gov
307-232-0124

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Community Action Partnership of Natrona County proposes to expand the community's human services. For 29 years we have served to conduct community human service needs assessments, create a plan for supporting community human service needs, evaluating applications for funding requests and managing the use of those funds. Throughout this time, the community has advised us that the largest community needs are: developmental disabilities, services for the homeless, family violence, juvenile justice, mental and physical health, and senior citizen services. In FY 2015 we received applications from 20 agencies totaling $471,747 in funds. With our current allocation from both City of Casper and Natrona County Board of County Commissioners, we had $341,052 of funds to distribute. We were unable to fund $130,695 in human service requests in FY 15.

On average, our partner agencies serve 6,500 unduplicated individuals each year with over 120,000 direct service hours provided. The cost of each individual over the year is $52.47 and each service hour costs $2.84.

The additional funds we are requesting will be distributed with an application process that determines if the funding request fits the priorities uncovered in the community needs assessment, examines the financial and management strength of the requesting agency, evaluates the local funds ratio to other funding sources, and prioritizes funding that will leverage other funding sources. This process is completed by CAPNC's board of directors on an annual basis.

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

N/A

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Community Action Partnership of Natrona County focuses on human services that address individuals and families in poverty, senior citizens, individuals experiencing violence, juvenile justice, and children and adults with disabilities. With the additional funds, we anticipate serving a total of 8,450 unduplicated individuals each year by providing 156,000 hours of direct services. These numbers are currently reported by the recipient agencies on a semi-annual basis, due to our office by January 20 and June 20 each year. I am attaching the spreadsheet compiled for the semi-annual report for current funds.

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

CAPNC provides human services with federal funding (44%), state funding (29%), local foundations (2%), and donations (1%). City and County funding currently accounts for 24% of our agency funding. The other funds provide emergency rental and utility assistance for the homeless and those imminently homeless, transportation assistance that facilitates employment and health, primary medical care, mental health care, and support for prescription for the homeless. All of these services, as well as the human services that are subcontracted with local agencies will continue without the optional 1% requested in this proposal; however, we will be unable to expand the human services.

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

These funds will be distributed annually. These funds will allow us to expand the human services within our community over the next four years. If the expansion is to be maintained, CAPNC will have to request funds from future Optional Sales Tax; however, the community will benefit over the next four years, even without future funding. The funding over the next four years will also increase the capacity of partner agencies by generating outcomes that can be used to garner funding from other sources.

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

The need for Human Service Support had a cumulative score of over 5,000 in the One Cent Citizens' Survey. All funds requested in this proposal will support human services.

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Human Service Support Expansion

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$125,000	$125,000	$125,000	$125,000
Current 1% Allocation	$175,000	$175,000	$175,000	$175,000
Current City General Fund	$116,166	$116,166	$116,166	$116,166
Current County General & One Cent	$203,666	$203,666	$203,666	$203,666
Grants:				
Private	$ 45,560	$ 50,000	$ 50,000	$ 55,000
Federal	$918,672	$950,000	$950,000	$950,000
State	$595,648	$600,000	$600,000	$600,000
*Donations (cash)	$ 20,000	$ 40,000	$ 60,000	$ 60,000
*Donations (in-kind)	$ 80,000	$ 80,000	$ 80,000	$ 80,000
Project Income	$ 10,000	$ 10,000	$ 10,000	$ 10,000
**Loans	$0	$0	$0	$0
TOTAL FUNDING AVAILABLE	**$2,289,712**	**$2,349,832**	**$2,369,832**	**$2,374,832**

* Please include donations of cash and/or in-kind materials and services.

** Please provide information on proposed source of loan and payback schedule.

Community Action Partnership of Natrona County
Optional One Cent Allocation History

Fiscal Year	Option One Cent Allocation
FY 2009	$87,500.00
FY 2010	$87,500.00
FY 2011	$87,500.00
FY 2012	$175,000.00
FY 2013	$175,000.00
FY 2014	$175,000.00
FY 2015	$175,000.00

NOTE: Community Action Partnership of Natrona County is a Quasi-County Agency. We are not a 501©3, so no documentation of such is attached.

Agency EIN: 86-1065210

Agency	Category	CAP Funding	Total Budget	% of Budget	Direct Service Salary	Direct Service Operations	Total Direct Service Cost	Admin Salary/Operations	TOTAL COST	Clients Served	Direct Service Hours	Cost/Client	Cost/Hour
CASA	Juv. Justice	$ 11,300.00	$ 355,038.00	3%	$ 11,300.00		**$ 11,300.00**		**$ 11,300.00**	221	786	$ 51.13	$ 14.38
Childrens Advocacy Project	Family Violence	$ 16,800.00	$ 533,581.00	3%	$ 8,400.00	$ 8,400.00	**$ 16,800.00**		**$ 16,800.00**	59	343	$ 142.37	$ 24.49
Arc	Developmental Disabilities	$ 9,000.00	$ 731,400.00	1%	$ 9,000.00		**$ 9,000.00**		**$ 9,000.00**	13	1429	$ 692.31	$ 6.30
Wyoming Dementia Care	Senior Citizens	$ 8,300.00	$ 100,308.00		$ 8,300.00		**$ 8,300.00**		**$ 8,300.00**	70	106	$ 118.57	$ 26.77
Big Brothers Big Sisters	Juv. Justice	$ 4,000.00	$ 153,038.00	3%	$ 4,000.00	$ -	**$ 4,000.00**		**$ 4,000.00**	67	134	$ 29.85	$ 14.93
Wyoming Food Bank Rockies	Homeless	$ 20,500.00	$ 1,118,697.00		$ -	$ 20,500.00	**$ 20,500.00**		**$ 20,500.00**				
Central Wyoming Rescue Mission	Emergency Shelter	$ 30,400.00	$ 1,061,085.00	3%	$ 30,000.00	$ 400.00	**$ 30,400.00**	$ -	**$ 30,400.00**	306	1018	$ 99.35	$ 22.49
Central Wyoming Senior Services	Senior Citizens	$ 23,400.00	$ 1,549,560.00	2%	$ 8,500.00	$ 14,900.00	**$ 23,400.00**		**$ 23,400.00**	1162	32062	$ 20.14	$ 0.73
Child Development Center	Developmental Disabilities	$ 10,500.00	$ 5,197,777.00	0%	$ 10,500.00		**$ 10,500.00**		**$ 10,500.00**	14	348	$ 750.00	$ 30.17
Healthcare for the Homeless	Homeless	$ 24,702.00	$ 600,000.00	4%		$ 24,702.00	**$ 24,702.00**		**$ 24,702.00**	280	840	$ 88.22	$ 24.54
Meals on Wheels	Senior Citizens	$ 9,700.00	$ 1,900,570.00	1%		$ 9,700.00	**$ 9,700.00**		**$ 9,700.00**	114	180	$ 85.09	$ 53.89
Mercer House	Juv. Justice	$ 18,900.00	$ 1,046,668.00	2%	$ 9,450.00		**$ 9,450.00**	$ 9,450.00	**$ 18,900.00**	292	1850	$ 32.36	$ 5.11
Self Help Center	Family Violence	$ 29,900.00	$ 947,720.00	3%	$ 29,900.00		**$ 29,900.00**	$ -	**$ 29,900.00**	34	15844	$ 439.71	$ 1.70
Life Steps Transitional Housing	Homeless	$ 102,350.00	$ 2,029,712.00	5%	$ 52,000.00	$ 50,350.00	**$ 102,350.00**	$ -	**$ 102,350.00**	48	1404	$ 2,132.29	$ 72.90
Wyoming Senior Citizens	Senior Citizens	$ 8,700.00	$ 94,230.00	9%		$ 8,700.00	**$ 8,700.00**		**$ 8,700.00**	210	4941	$ 41.43	$ 1.76
Youth Crisis Center	Family Violence	$ 12,600.00	$ 1,091,574.00	1%		$ 12,600.00	**$ 12,600.00**		**$ 12,600.00**	247	2247	$ 51.01	$ 4.67
CAP Admin	Administration	$ 153,780.00	$ 2,029,712.00	8%			$ -	$ 153,780.00	**$ 153,780.00**				
		$ 494,832.00								3137	63532		

Category of Funding	Allocation Amount
Homeless/Poverty Preventi	$ 147,552.00
Family Violence	$ 59,300.00
Senior Citizens	$ 50,100.00
Juvenile Justice	$ 34,200.00
Developmental Disabilities	$ 19,500.00
Emergency Shelter	$ 30,400.00
Administration	$ 153,780.00
	$ 494,832.00

Community Action Partnership of Natrona County

Community Needs Assessment

Prepared by Lola A. Hoffman

14

Helping People Changing Lives
community Action PARTNERSHIP
AMERICA'S POVERTY FIGHTING NETWORK

United Way

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Acknowledgements

Community Action Partnership of Natrona County gratefully acknowledges the following organizations for assisting in the development of this report:

- Adult Basic Education/GED
- Board of County Commissioners
- Boys and Girls Club of Central Wyoming
- CAPNC-12th Street Clinic – Health Care for the Homeless
- CAPNC-Main Office
- CAPNC – Transitional Housing
- CASA of Natrona County
- Casper Veterans Outreach Center
- Central Wyoming Rescue Mission
- Central Wyoming Senior Services
- Circles of Wyoming
- Department of Family Services
- Department of Vocational Rehabilitation
- Department of Workforce Services
- Family Connections
- Experience Works
- Interfaith of Natrona County
- Mercer Family Resource
- Natrona County Drug Court
- Natrona County Early Head Start
- Natrona County Head Start
- Natrona County Public Defender's Office
- Natrona County WIC Office
- Probation and Parole Office
- Restoration Fellowship Church
- Rocky Mountain Re-Entry Services
- Seton House
- Set Free Church
- St. Mark's Church
- The Self Help Center
- United Way of Natrona County
- University of Wyoming/Casper College Social Work Students
- Wyoming Department of Corrections
- Wyoming Housing Network Inc.
- Wyoming Recovery
- Wyoming Senior Citizens Inc.
- Youth Crisis Center
- YMCA

This report would not have been possible without help from the many individuals who completed survey questionnaires. We also thank the many agencies who encouraged the people they serve to participate in this project.

INTRODUCTION

Community Action Agencies have been key players in the war on poverty since their inception in the 1960s. Because they work directly with low-income individuals and families in dealing with the problems of poverty on a daily basis, Community Action Agencies are uniquely qualified to examine the needs of communities and individuals as they strive to eliminate poverty. In most cases, Community Action Agencies provide a wide range of services that address a variety of poverty problems.

Why, then, does poverty continue to affect so many Americans? How can Community Action Partnership of Natrona County (CAPNC) develop and improve strategies to be more effective in helping people move out of poverty? Before answering these questions and deciding upon an approach, CAPNC must determine what NEEDS exist in Natrona County. Before determining a plan of action, CAPNC must develop a deep understanding of the current conditions, likely future trends, and issues of greatest concern within the county.

EXECUTIVE SUMMARY

In April 2014, Community Action Partnership of Natrona County (CAPNC) enlisted the assistance of staff and local agencies to conduct a needs assessment in Natrona County. The project included surveying clients and community stakeholders, conducting secondary data research and providing a summary report with key findings and recommendations.

Goal:
Plan and conduct an all-inclusive Community Needs Assessment for CAPNC in 2014 ensuring compliance with the Community Services Block Grant requirements.

Objectives:

- Provide a broad view of demographic and economic changes, region and county infrastructure, and community-wide changes.
- Focus on providing a localized assessment of needs by reporting county level data.
- Collect *primary* data by gathering external community feedback through surveys with key stakeholders, etc.
- Collect *secondary* data by researching national, state and local data resources.
- Facilitate an analysis process and identifying potential causes of poverty.
- Mobilize CAPNC and community resources in action plans and addressing priority needs.

Coverage Area: Natrona County, Wyoming

CAPNC Agency Overview:

Community Action Partnership of Natrona County (CAPNC) is part of a nationwide network of Community Action Partnership (CAPs), community-based organizations mandated to provide services and to advocate for the interests of the poor. As with other CAPs, Community Action Partnership of Natrona County administers, coordinates and funds programs that act in response to the human service needs of residents of Natrona County. The extent of services provided by the Community Action Partnership includes programs, which aid those with economic disadvantages, those with functional disabilities such as the frail elderly and physically disabled, those with developmental disabilities, those with acute or chronic mental illness, and those who are at risk of or suffering from substance abuse.

The work of Community Action Partnership is accomplished through partnerships with a broad spectrum of community agencies and the administration of State and Federal grants.

CAPNC Mission: CAPNC's mission is to collaborate with and strengthen low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, and to advocate for social and economic justice.

CAPNC Vision: CAPNC will strive to eliminate poverty by serving as a leader, resource, and advocate for individuals and families in need.

CAPNC Programs: For administrative purposes Community Action Partnership is organized into three divisions. Increasingly, population and service delivery factors require collaborative approaches and draws on the expertise and resources of more than one division and on organizations and resources outside of the agency. These divisions and some of the programs offered include:

Community Action Partnership

- Family Development and Self Sufficiency Services
- Emergency Services
- Employment and Training Services
- Case Management
- Community Services Block Grant
- Community Development Block Grant

Life Steps Transitional Housing

- Transitional Housing & Supportive Services to families with children

12th Street HCH Clinic

- Primary and preventative health care for homeless individuals and families
- Outreach
- Mental Health and Substance abuse services
- Case Management
- Health Education

Community needs assessments can and should be more than just a gathering and analyzing of data; they can also be a basis for **creating change**. A comprehensive community-based needs assessment can help an agency address the community and family needs by providing a snapshot of the community, including their economic well-being, educational status, health, and welfare. A comprehensive assessment can provide important community information regarding the work of other agencies or organizations may be working on to address particular issues, and where gaps in community services lie. It **provides a mechanism to meet and develop partnerships** with other community groups interested in strengthening services to citizens in the area. Finally, a comprehensive community needs assessment can help an agency in its planning process by providing the foundation for strategic and operational planning, assessing the agency's impact on meeting the needs of the community, determining what programs or strategies may have become obsolete, and deciding what strategies may provide new opportunities for the agency and the community.

A multi-level community needs assessment approach was used to provide guidance in the planning process for improving services and programs to **combat poverty** in Natrona County. The comprehensive needs assessment can be used for a variety of situations, including the following:

- Guide board governance in sound decision-making
- Create opportunities for community buy-in to the agency's planning process
- Create opportunities for new alliances and connections with new partners
- Form successful strategies
- Ensure services meet the current needs of the community
- Build credibility
- Provide a foundation for pursuing new/different funding
- Guide staff training and educational planning
- Enhance CAPNC's capacity to respond to change
- Generate authentic input from stakeholders
- Indicate causes as well as conditions of poverty

Assessing Needs

Develop a Plan

The first step with any project begins with development of a plan, which maintains focus on the big picture all the while accounting for every detail. A **work plan** comprised of tasks, timelines, responsible persons, and progress updates served to guide the needs assessment process.

Collect Data

Since CAPNC is an anti-poverty organization, it was important to use the community action areas as the foundation on which to build the needs assessment. They include the following:

To remove obstacles and solve problems that block the achievement of self-sufficiency, the statewide needs assessment explores the eight community action poverty indicators.

1. To benefit from accessible and affordable healthcare.
2. To secure and retain meaningful employment.
3. To utilize available transportation options.
4. To attain an adequate education, with particular attention toward improving literacy skills of the low-income families.
5. To make better use of available income.
6. To obtain and maintain adequate housing and a suitable living environment.
7. To ensure proper nutrition by encouraging healthy eating habits.
8. To obtain emergency assistance to meet immediate and urgent family and individual basic living needs.

The following poverty indicators served as our primary and secondary data collection issue areas.

Poverty Indicators:

- Health
- Employment
- Transportation
- Education
- Use of Income
- Housing
- Nutrition
- Emergency Situations

Supplemental Indicators:

- Children's Needs

Primary and Secondary Data Collection

After determining the poverty indicators, our focus shifted to the identification of primary data collection sources. Primary sources included gathering quantitative and qualitative feedback through surveys.

Survey Results

CAPNC identified survey distribution partners throughout Natrona County. As a result, there were only 20% of the circulated client surveys completed and 20% of the circulated community partners surveys completed. Consequently, there were 279 needs assessment survey respondents, with the largest segment of respondents ages 24-44. The majority were female (73.8%), White (80.8%), with a monthly household income of $1,666+ (14.0%) listing high school/G.E.D. as the highest level of education completed (29.1%). Survey respondents were asked whether a key area or poverty indicator was an issue for them and/or their family.

The overall ranking of the eight key poverty indicators along with the top three reasons identified for each was as follows:

1. Health – 41.3%
The top three reasons identified were:
1. Lack of health insurance
2. Lack of dental services
3. Lack of free or low-cost medical services

2. Housing – 40.1%
The top three reasons identified were:
1. Affordability of rent/house payments
2. Lack of affordable/suitable housing
3. Credit Issues

3. Employment – 34.9%
The top three reasons identified were:
1. Lack of employment opportunities
2. Lack of reliable transportation
3. Physical Disability

4. Transportation – 30.4%
The top three reasons identified were:
1. Price of gas
2. Cost of owning and operating a vehicle
3. Cost of vehicle repair

5. Use of Income – 25%
The top three reasons identified were:
1. Lack of knowledge about addressing credit issues
2. Lack of knowledge on how to save/invest money
3. Lack of knowledge about money management, i.e. credit card debt, budgeting, checking accounts, etc.

6. Nutrition – 22.8%
The top three reasons identified were:
1. Not enough income to cover food cost
2. Not eligible for food stamps (SNAP)
3. Lack of transportation, i.e. to grocery store, food pantry or other food resources

7. Education – 13.1%
The top three reasons identified were:
1. Lack of vocational skills or training
2. Lack of computer access at home
3. Lack of GED/Adult Education Classes

8. Emergency Situations*

The top three reasons identified were:

1. No health insurance
2. Lack of income for prescription drugs
3. Lack of food

*(NOTE: The format of the Emergency Situations did not allow for a ranking or percentage; rather it asked respondents to *choose the three most important* ***emergency situations*** *that may be problems in the area.)*

Community Stakeholder Feedback

The second form of primary data collection came from surveying community stakeholder representatives from a variety of social service agencies listed under Acknowledgement and other community members. The purpose of these surveys was to identify how other agencies might be addressing the key poverty indicators.

Open-ended questions about each of the key poverty indicators encouraged expression of qualitative feedback. Questions such as, "Is your agency addressing EMPLOYMENT issues in your community and if so, how? The responses in detail are included at the end of each poverty issue as part of the county reports. Overall questions and responses included the following feedback.

Please describe your involvement with the community

- 30 - Other.....left blank
- 25 – Social Service Provider (not CAPNC)
- 10 – Early Head Start or Head Star personnel
- 9 – Casper Workforce personnel
- 6 – Teacher/Educator
- 4 – CAPNC employee
- 4 – Local Clinic or Hospital personnel
- 3 – Concerned parent
- 3 – Public Defender
- 2 – Continuum of Care Collaborative
- 2 – Local County Health Department personnel
- 2 – Local elected County Commissioner
- 2 – Local physician/nurse
- 2 – Public school board or school official
- 1 – Boys & Girls Club personnel
- 1 – Early Head Start or Head Start Parent
- 1 – Emergency Shelter/Transitional Housing personnel
- 1 – Law Enforcement Personnel
- 1 – Veterans Service Provider

CAPNC:

Agency Profile & Services

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

CAPNC Mission:

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

CAPNC Vision:

CAPNC will strive to eliminate poverty by serving as a leader, resource, and advocate for individuals and families in need.

Community Action Partnership of Natrona County

The goal of CAPNC is to assist residents in the development of economic and social self-sufficiency by providing the services listed below:

CAPNC – Main Office

- Family Development and Self Sufficiency Services
- Employment and Training Services
- Emergency Services
- Case Management
- Community Services Block Grant
- Community Development Block
- Grant

Life Steps Transitional Housing

- Transitional Housing & Supportive Services to families with children

12th Street HCH Clinic

- Primary and preventative health care for homeless individuals and families
- Outreach
- Mental Health and Substance abuse services
- Case Management
- Health Education

COUNTY PROFILE

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

NATRONA COUNTY

History & Geography

Natrona County was created on March 9, 1888 by the legislature of the Wyoming Territory. Natrona County was named for the deposits of Natrona that are found in the area. The county seat is Casper. Natrona County comprises one city, five towns and several Census-designated places.

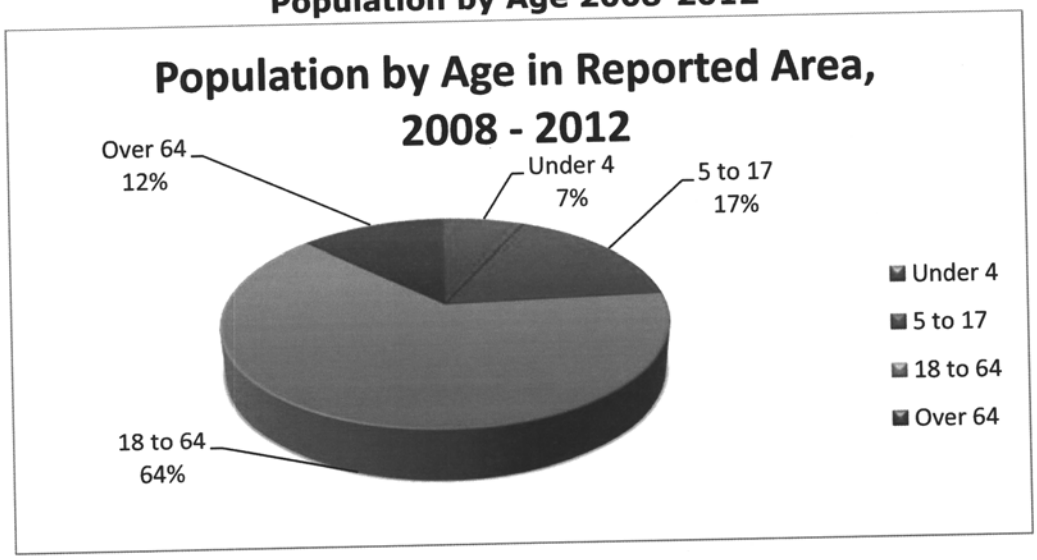
According to the U.S. Census Bureau, the county has a total area of 5,340.35 square miles and the population density was 14 people per square mile.

Population Facts

Population Change 2000-2012

Geographic Area	Census 2000 Population	ACS 2008-2012 Population	Population Change	% Change
Natrona County, Wyoming	66,533	75,876	9,343	14.0%
Wyoming	493,782	563,626	69,844	14.1%

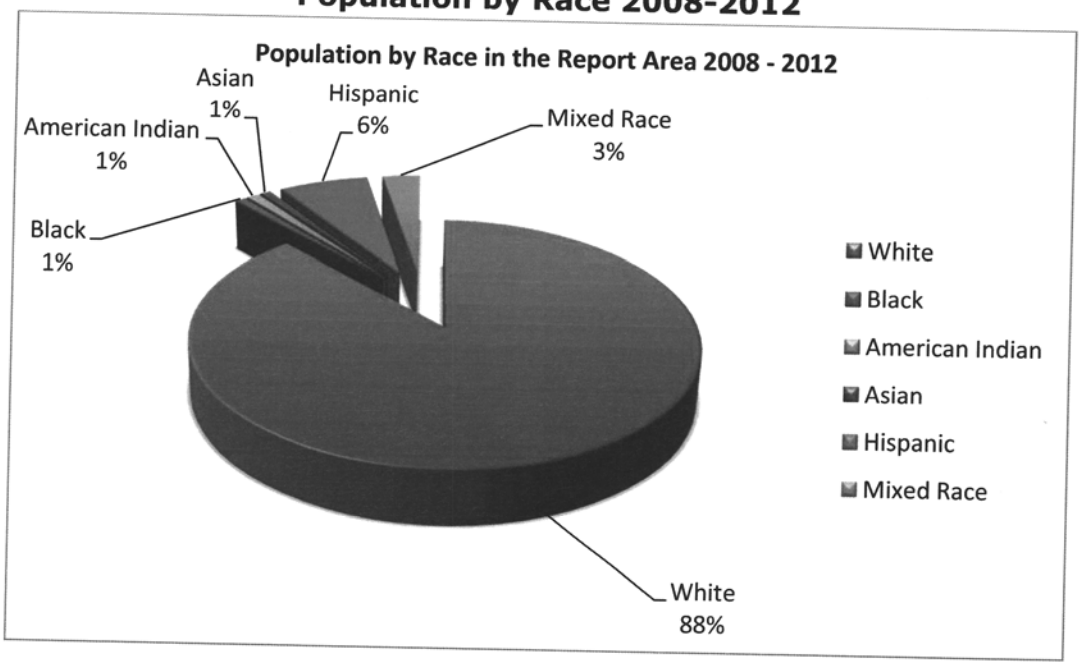
Population by Age 2008-2012



Population by Gender 2008-2012

Geographic Area	0 to 4		5 to 17		18 to 64		Over 64	
	M	F	M	F	M	F	M	F
Natrona County	2,736	2,633	6,761	6,032	24,697	23,506	4,120	5,391
Wyoming	19,996	19,196	49,472	46,145	184,583	173,039	32,593	37,779
United States	10,291,124	9,846,760	27,554,023	26,287,952	96,618,006	97,869,4085	15,750,910	23,115,765

Population by Race 2008-2012



Population by Race 2008-2012

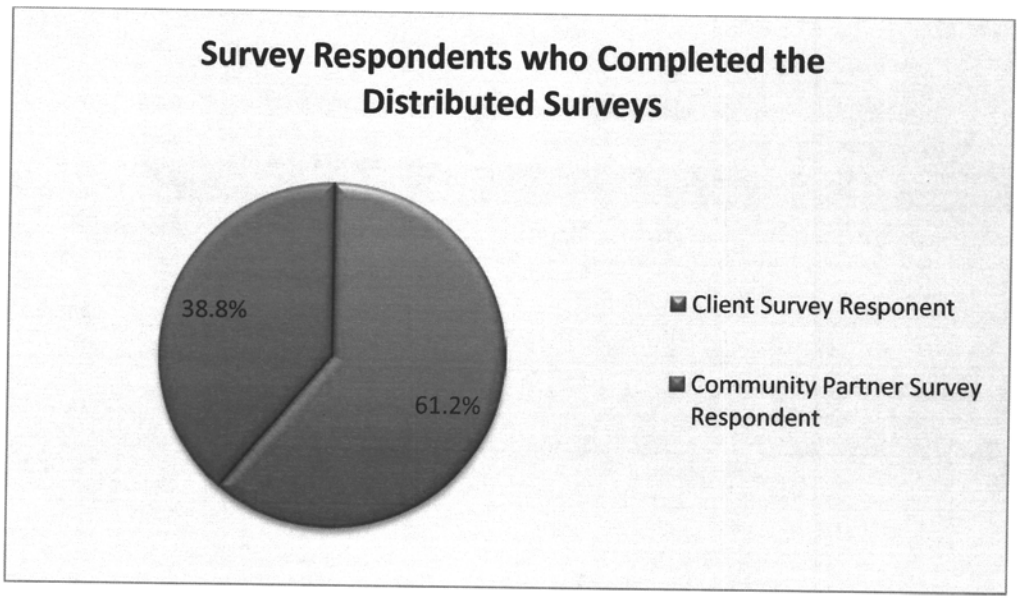
Geographic Area	White	Black	American Indian	Asian	Hispanic	Mixed Races
Natrona County	70,831	639	745	579	5,352	2,278
Wyoming	513,021	4,689	12,951	4,392	50,313	15,445
United States	229,298,906	38,825,848	2,529,100	14,859,795	50,545,275	8,296,291

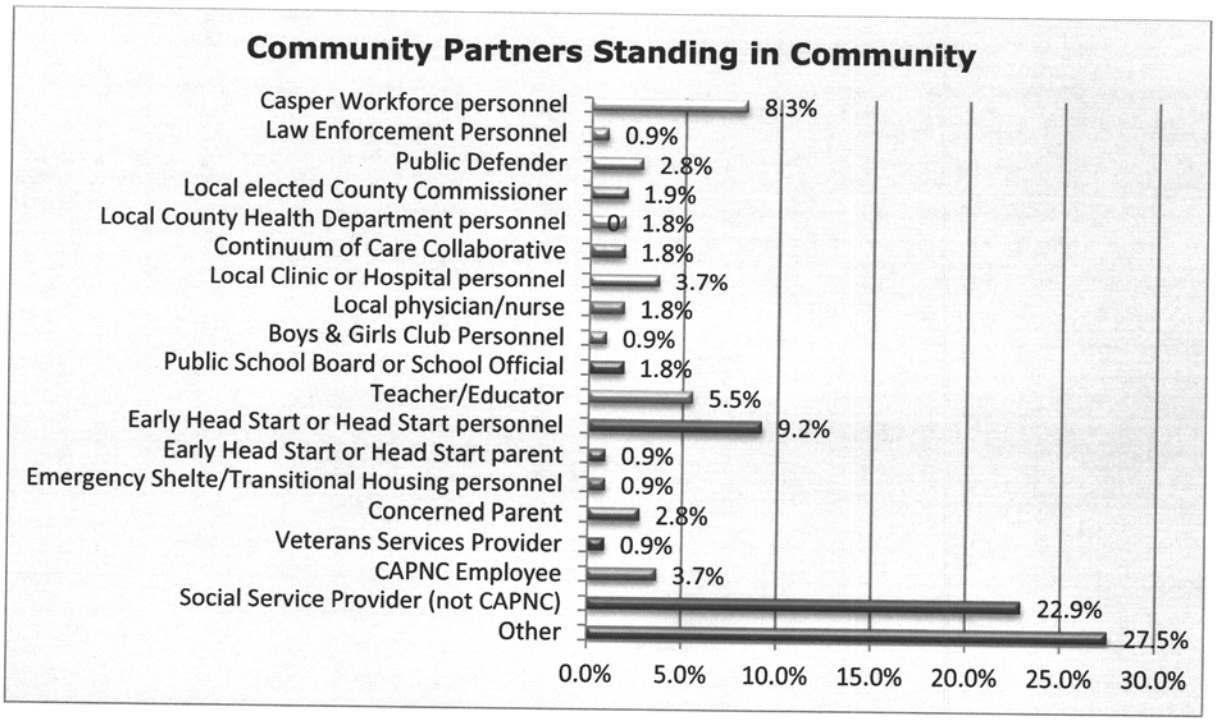
SURVEY RESPONDENTS

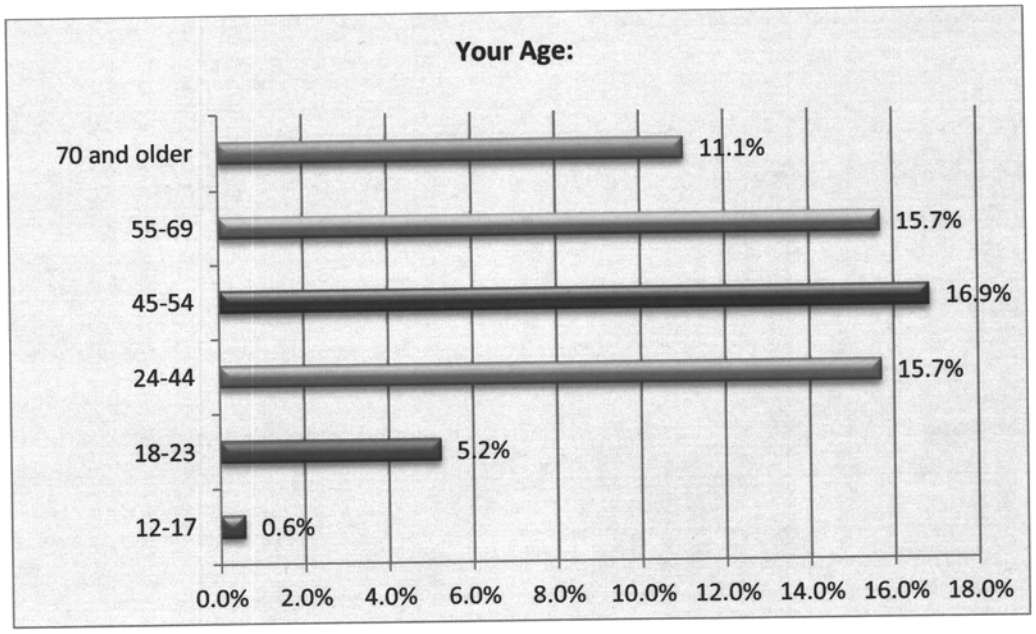
PROFILE AND OVERALL RESULTS

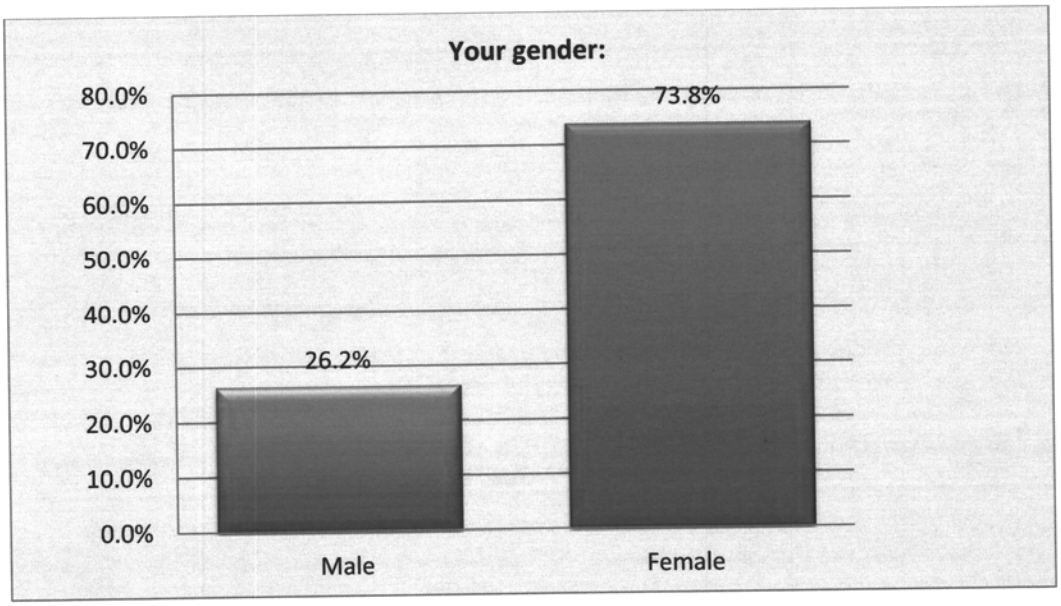
CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

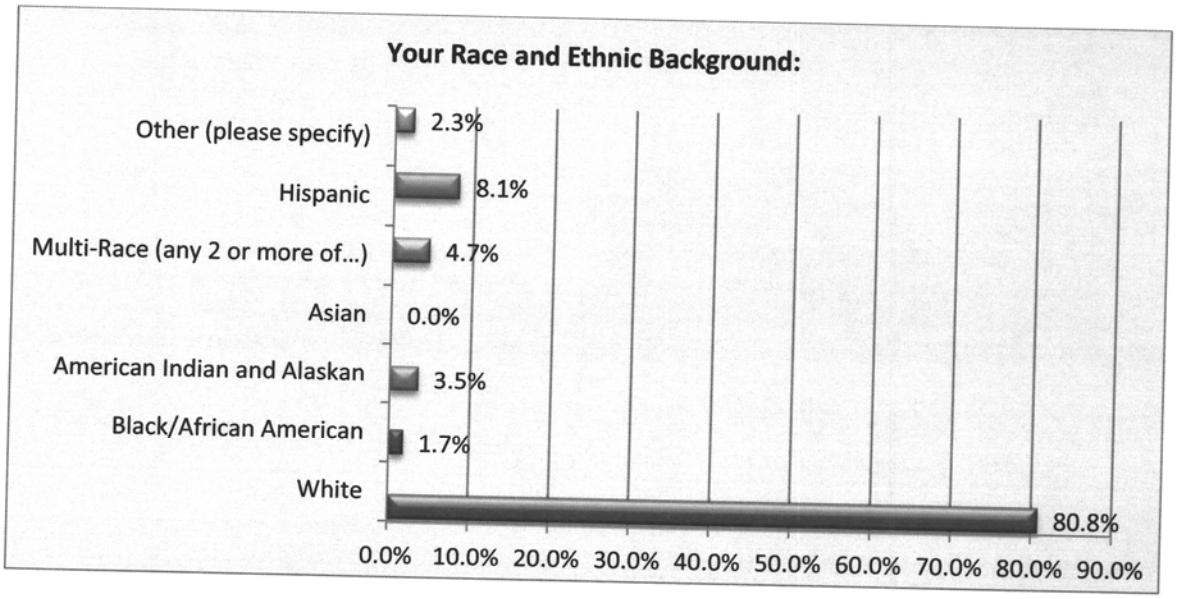
Throughout the survey process, **172** individuals who live and/or work in Natrona County and **109** Community Partners completed the Needs Assessment Survey. Participants included educators, senior citizens, elected officials, employees and board members of various local non-profit organizations, and clients served by non-profit social service agencies. Below is a demographic synopsis of the individuals and partners who took part in the process:

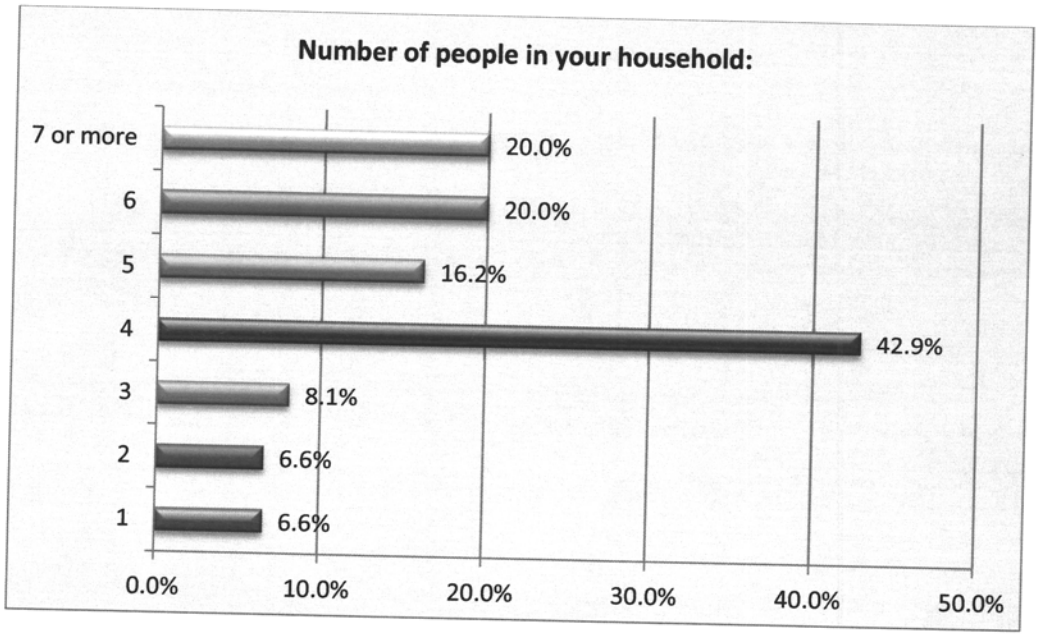

Survey Respondents who Completed the Distributed Surveys
38.8%
61.2%
Client Survey Responent
Community Partner Survey Respondent

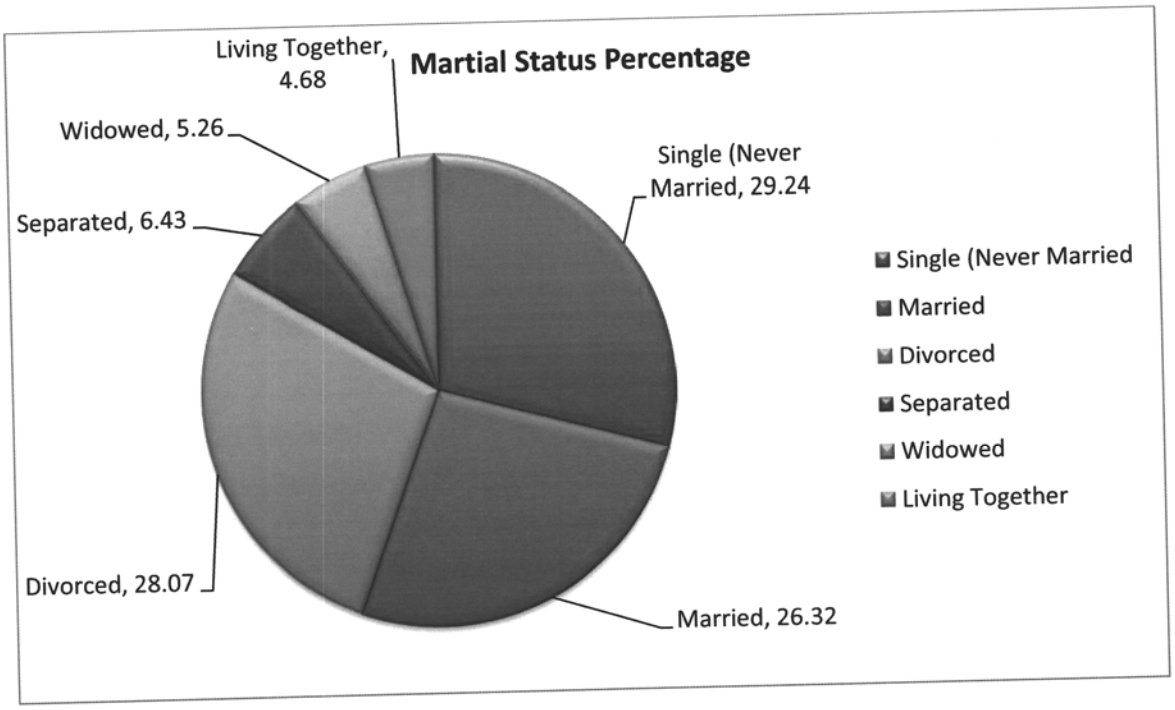

Community Partners Standing in Community
Casper Workforce personnel 8.3%
Law Enforcement Personnel 0.9%
Public Defender 2.8%
Local elected County Commissioner 1.9%
Local County Health Department personnel 0 1.8%
Continuum of Care Collaborative 1.8%
Local Clinic or Hospital personnel 3.7%
Local physician/nurse 1.8%
Boys & Girls Club Personnel 0.9%
Public School Board or School Official 1.8%
Teacher/Educator 5.5%
Early Head Start or Head Start personnel 9.2%
Early Head Start or Head Start parent 0.9%
Emergency Shelte/Transitional Housing personnel 0.9%
Concerned Parent 2.8%
Veterans Services Provider 0.9%
CAPNC Employee 3.7%
Social Service Provider (not CAPNC) 22.9%
Other 27.5%
0.0% 5.0% 10.0% 15.0% 20.0% 25.0% 30.0%

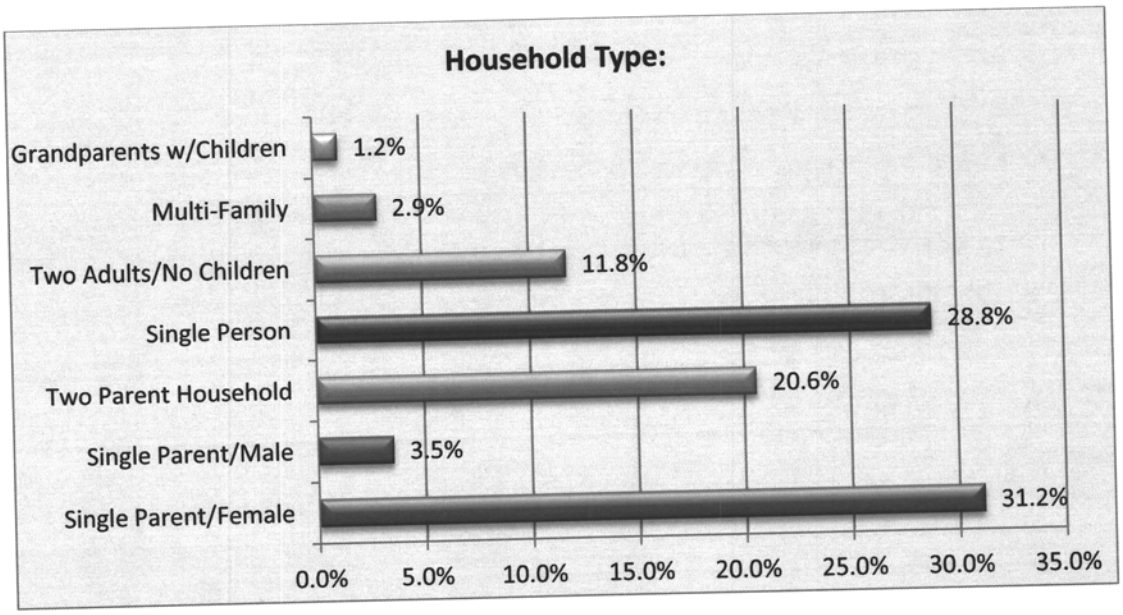

Your Age:
70 and older
55-69
45-54
24-44
18-23
12-17
11.1%
15.7%
16.9%
15.7%
5.2%
0.6%
0.0%
2.0%
4.0%
6.0%
8.0%
10.0%
12.0%
14.0%
16.0%
18.0%

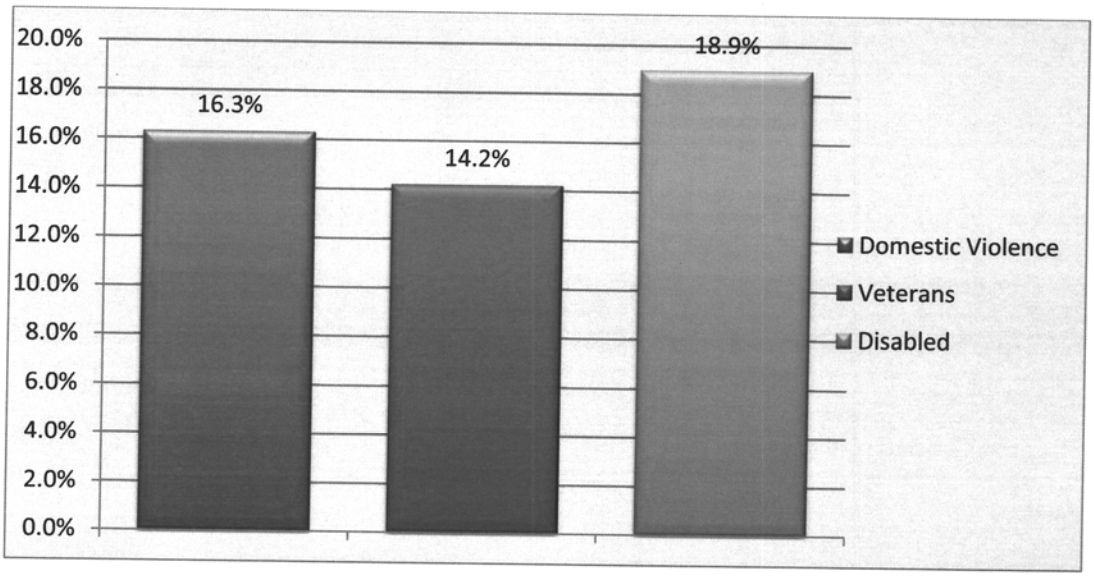

Your gender:
80.0%
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
26.2%
73.8%
Male
Female

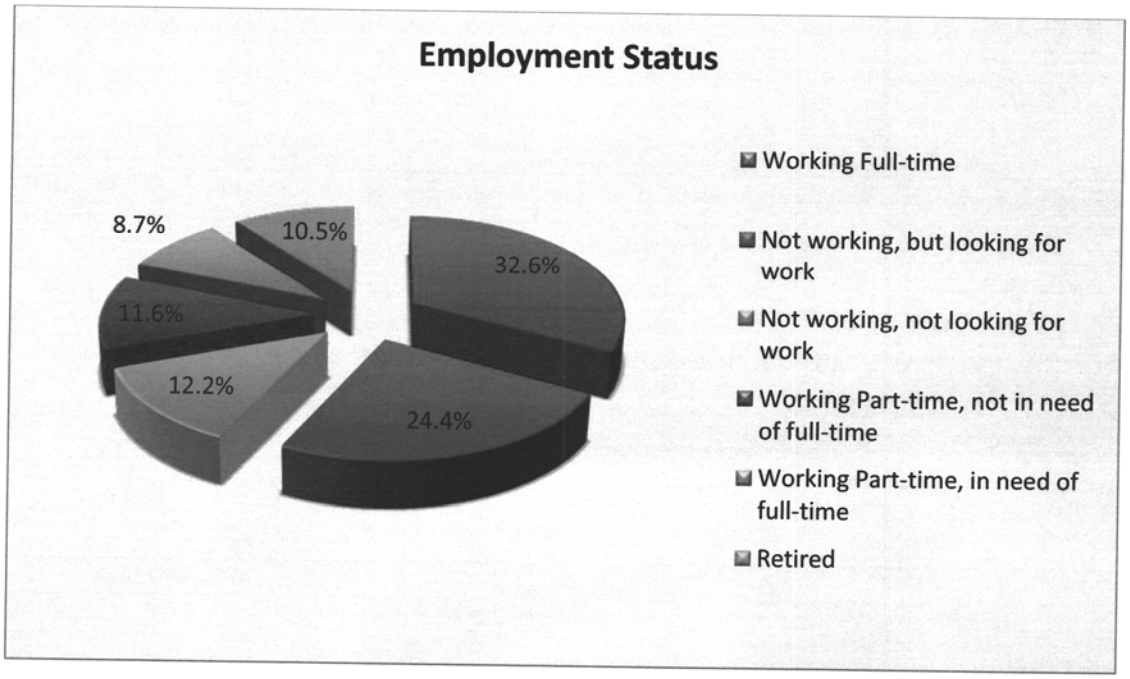

Your Race and Ethnic Background:
Other (please specify)
2.3%
Hispanic
8.1%
Multi-Race (any 2 or more of...)
4.7%
Asian
0.0%
American Indian and Alaskan
3.5%
Black/African American
1.7%
White
80.8%
0.0% 10.0% 20.0% 30.0% 40.0% 50.0% 60.0% 70.0% 80.0% 90.0%

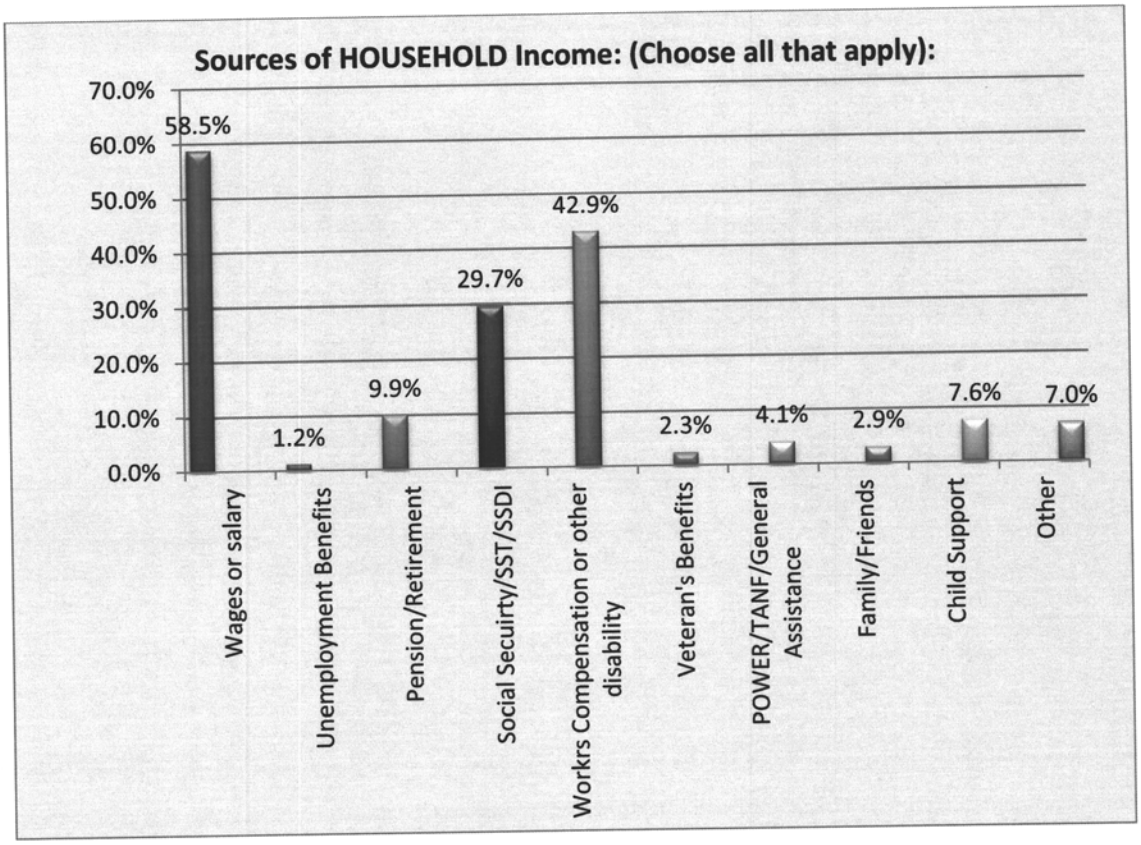

Number of people in your household:
7 or more
20.0%
6
20.0%
5
16.2%
4
42.9%
3
8.1%
2
6.6%
1
6.6%
0.0% 10.0% 20.0% 30.0% 40.0% 50.0%

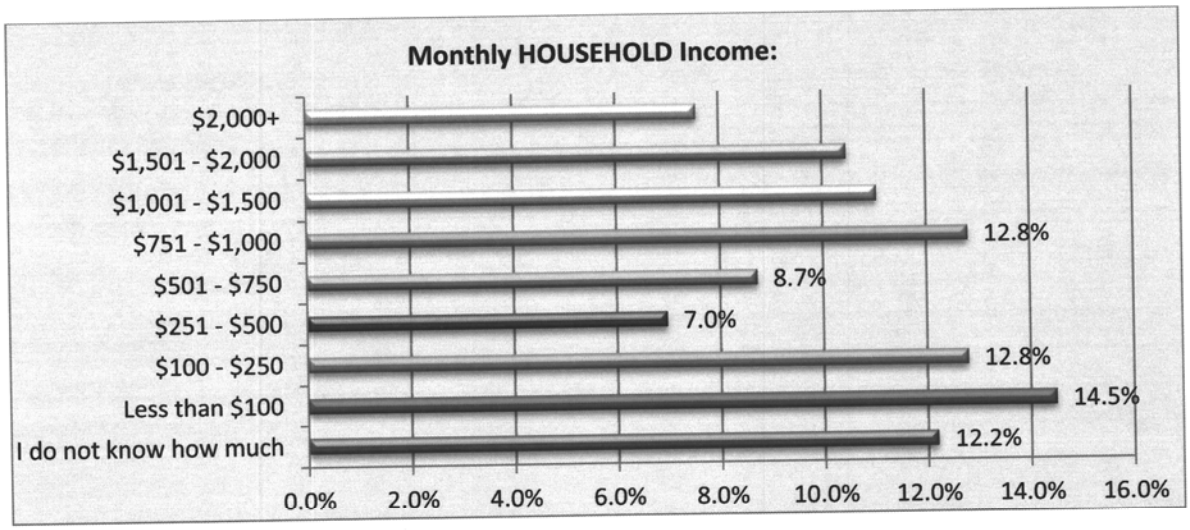

Martial Status Percentage
Living Together, 4.68
Widowed, 5.26
Separated, 6.43
Single (Never Married, 29.24
Divorced, 28.07
Married, 26.32
Single (Never Married
Married
Divorced
Separated
Widowed
Living Together

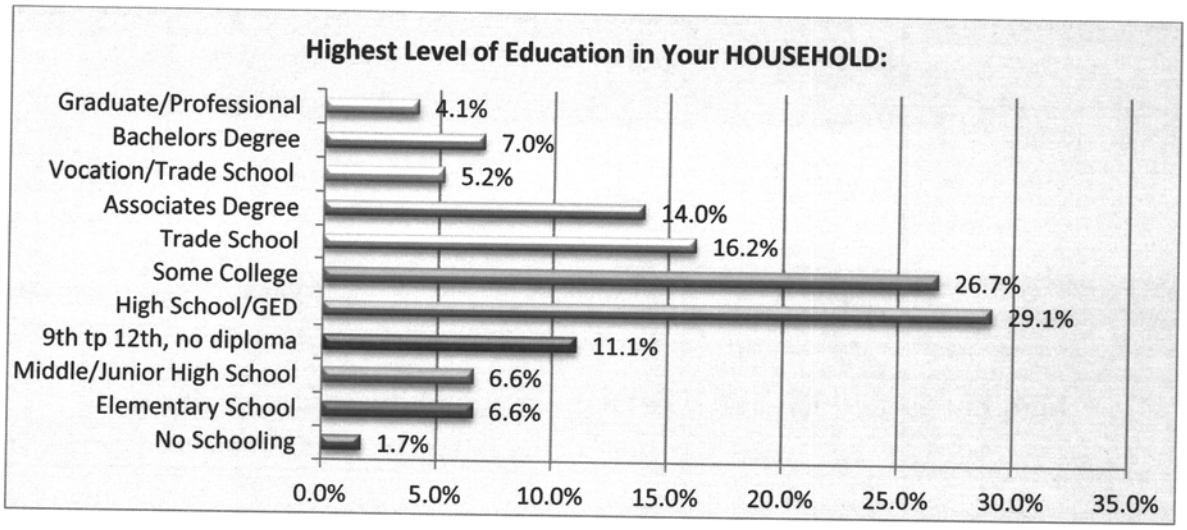

Household Type:
Grandparents w/Children
1.2%
Multi-Family
2.9%
Two Adults/No Children
11.8%
Single Person
28.8%
Two Parent Household
20.6%
Single Parent/Male
3.5%
Single Parent/Female
31.2%
0.0%
5.0%
10.0%
15.0%
20.0%
25.0%
30.0%
35.0%

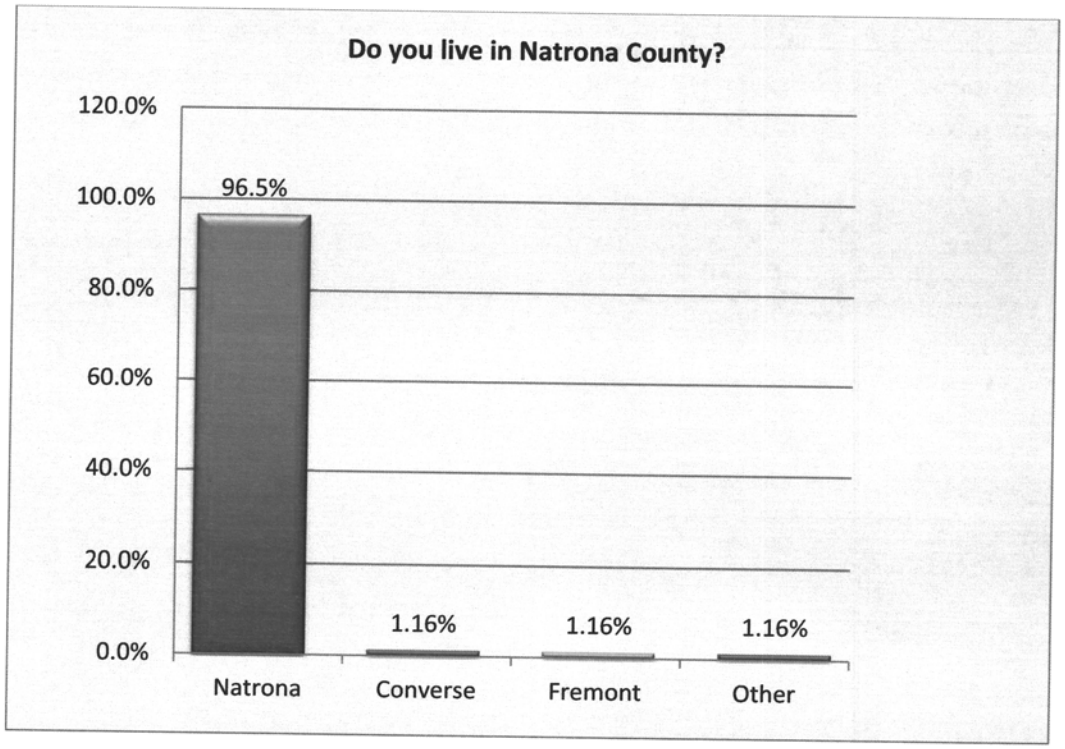

20.0%
18.0%
16.0%
14.0%
12.0%
10.0%
8.0%
6.0%
4.0%
2.0%
0.0%
16.3%
14.2%
18.9%
Domestic Violence
Veterans
Disabled


Employment Status
8.7%
10.5%
32.6%
11.6%
12.2%
24.4%
Working Full-time
Not working, but looking for work
Not working, not looking for work
Working Part-time, not in need of full-time
Working Part-time, in need of full-time
Retired


Sources of HOUSEHOLD Income: (Choose all that apply):
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
58.5%
1.2%
9.9%
29.7%
42.9%
2.3%
4.1%
2.9%
7.6%
7.0%
Wages or salary
Unemployment Benefits
Pension/Retirement
Social Secuirty/SST/SSDI
Workrs Compensation or other disability
Veteran's Benefits
POWER/TANF/General Assistance
Family/Friends
Child Support
Other


Monthly HOUSEHOLD Income:
$2,000+
$1,501 - $2,000
$1,001 - $1,500
$751 - $1,000
$501 - $750
$251 - $500
$100 - $250
Less than $100
I do not know how much
12.8%
8.7%
7.0%
12.8%
14.5%
12.2%
0.0%
2.0%
4.0%
6.0%
8.0%
10.0%
12.0%
14.0%
16.0%


Highest Level of Education in Your HOUSEHOLD:
Graduate/Professional
Bachelors Degree
Vocation/Trade School
Associates Degree
Trade School
Some College
High School/GED
9th tp 12th, no diploma
Middle/Junior High School
Elementary School
No Schooling
4.1%
7.0%
5.2%
14.0%
16.2%
26.7%
29.1%
11.1%
6.6%
6.6%
1.7%
0.0%
5.0%
10.0%
15.0%
20.0%
25.0%
30.0%
35.0%


Do you live in Natrona County?
120.0%
100.0%
80.0%
60.0%
40.0%
20.0%
0.0%
96.5%
1.16%
1.16%
1.16%
Natrona
Converse
Fremont
Other

Zip Codes: (Multiple responses are noted next to each zip code.)		
• 82601 (92) • 82609 (30) • 82604 (27)	• 82602 (7) • 82636 (6) • 82644 (3)	• 82620 (1) • 82646 (1) • Other (5)

OVERALL SURVEY RESULTS

The top three needs identified by the survey respondents were as follows:

1. Health – 41.3%
The top three reasons identified were:
1. Lack of health insurance
2. Lack of dental services
3. Lack of free or low-cost medical services

2. Housing – 40.1%
The top three reasons identified were:
1. Affordability of rent/house payments
2. Lack of affordable/suitable housing
3. Credit Issues

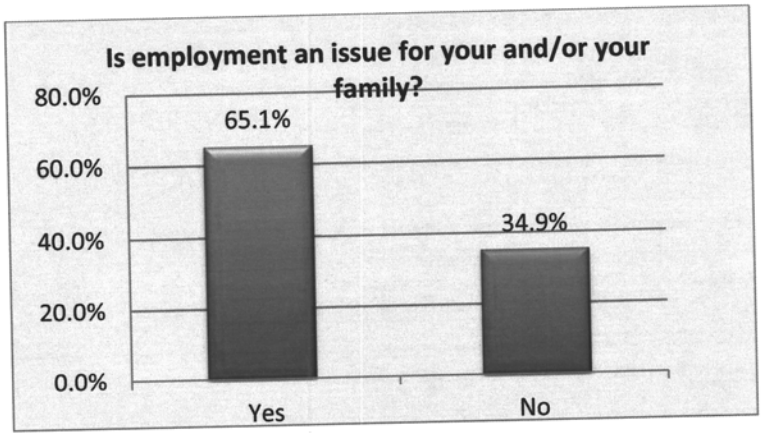
3. Employment – 34.9%
The top three reasons identified were:
1. Lack of employment opportunities
2. Lack of reliable transportation
3. Physical Disability

POVERTY INDICATOR: EMPLOYMENT

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

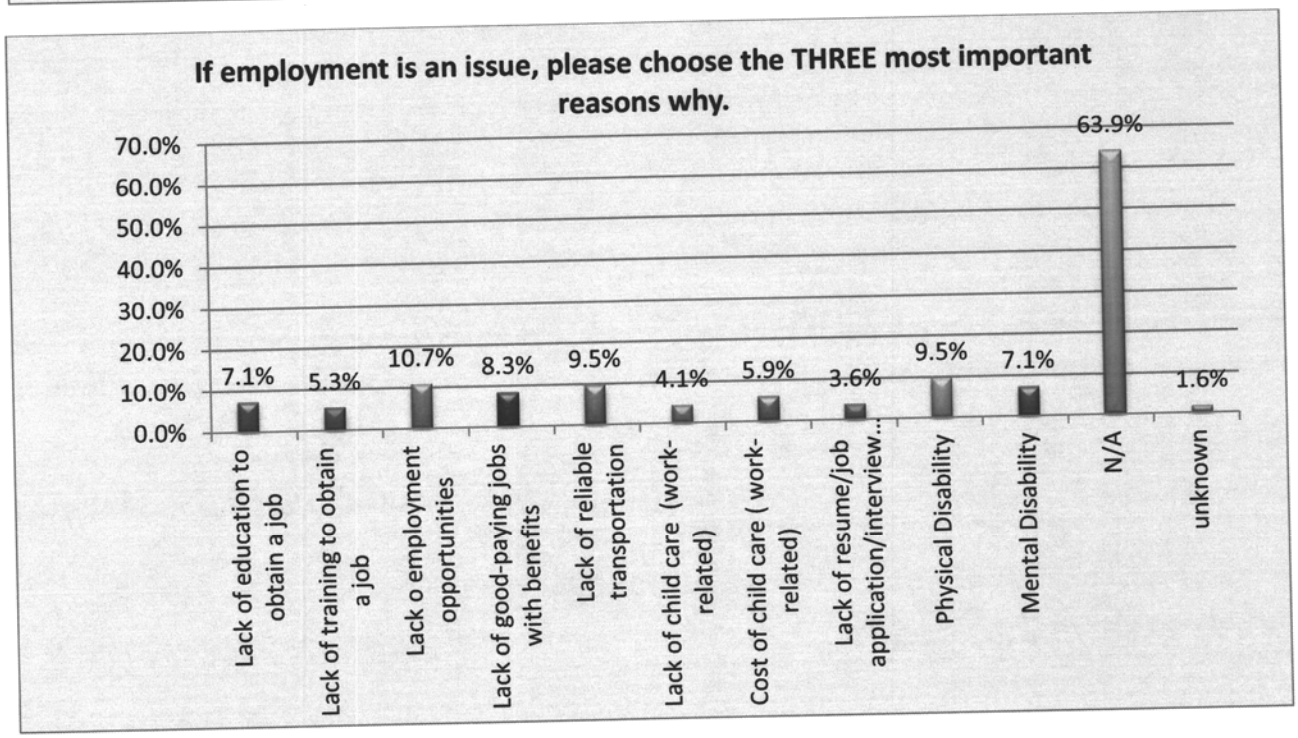
EMPLOYMENT Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, *is **employment** an issue for you and/or your family*. Of the 172 individuals who answered the question, **65.1%** of respondents felt that employment was in fact an issue. In order to gain an understanding of the root causes of employment issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY employment was an issue.



The top three reasons identified were:

1. Lack of employment opportunities
2. Lack of reliable transportation
3. Physical Disability



National Poverty Guidelines for Year 2012:

Persons in Family or Household	Monthly Eligibility Limits at 100% of FPL ($)	Annual Limit At 100% Of FPL ($)	Monthly Eligibility Limits at 125% of FPL ($)	Annual Limit At 125% Of FPL ($)
1	$ 931	$11,170	$1,164	$13,963
2	1,261	15,130	1,578	18,913
3	1,591	19,090	1,989	23,863
4	1,921	23,050	2,401	28,813
5	2,251	27,010	2,814	33,763
6	2,581	30,970	3,226	38,713
7	2,911	34,930	3,639	43,663
8	3,241	38,890	4,351	48,613
For each additional, add	330	3,960	413	4,950

*United States Department of Health and Human Services, 2014

National Poverty Guidelines for Year 2014:

Persons in Family or Household	Monthly Eligibility Limits at 100% of FPL ($)	Annual Limit At 100% Of FPL ($)	Monthly Eligibility Limits at 125% of FPL ($)	Annual Limit At 125% Of FPL ($)
1	$ 973	$11,670	$1,216	$14,588
2	1,311	15,730	1,639	19,663
3	1,649	19,790	2,061	24,738
4	1,988	23,850	2,484	29,813
5	2,326	27,910	2,907	34,888
6	2,664	31,970	3,330	39,963
7	3,003	36,030	3,753	45,038
8	3,341	40,090	4,176	50,113
For each additional, add	338	4,060	423	5,075

*United States Department of Health and Human Services, 2014

Poverty Rate

According to the 2008-2012 U.S. Census, the poverty rate in Natrona County is 9.3%. This is slightly lower than the state average of 11%.

Poverty 2012

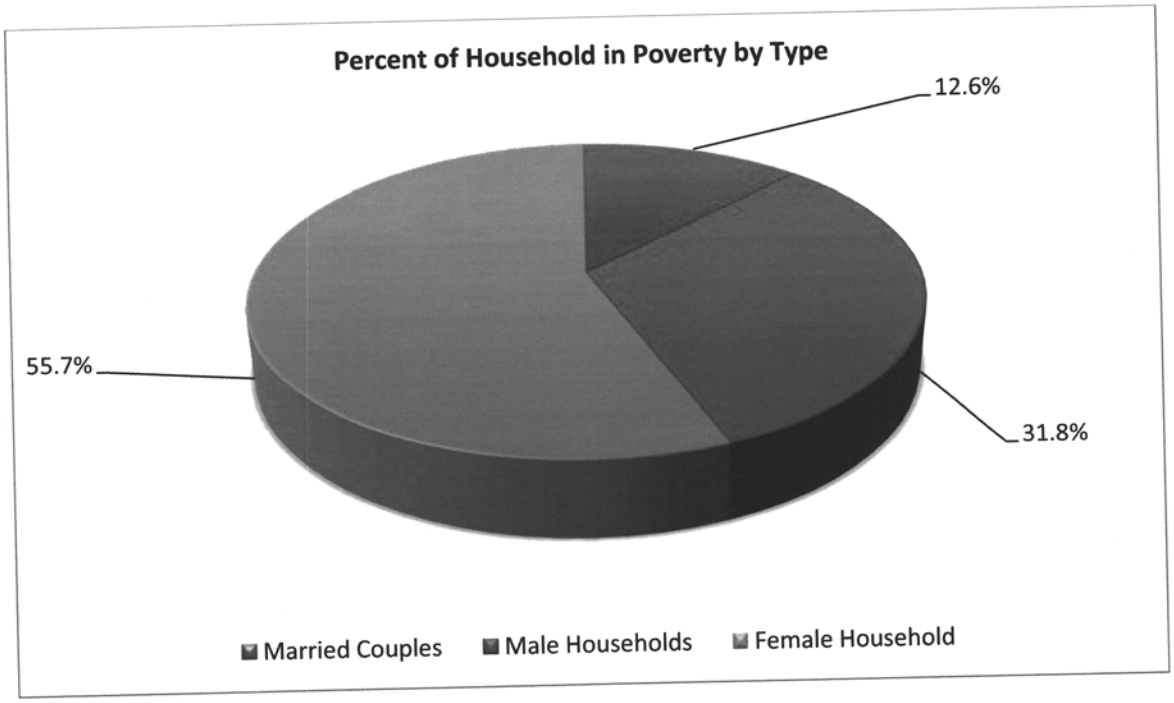
Geographic Area	All ages		Age 0-17	
	Number of Persons	Poverty Rate	Number of Persons	Poverty Rate
Natrona County	6,888	9.3%	2,092	11.8%
Wyoming	60,636	11%	19,470	14.7%
United States	44,852,527	14.9	15,118,844	20.8%

Poverty Rate Change 2008-2012

Geographic Area	Persons in Poverty, 2000	Poverty Rate, 2000	Persons in Poverty, 2012	Poverty Rate, 2012	Change in Poverty Rates, 2000 - 2012
Natrona County	7,695	11.8%	6,888	9.3%	-2.5
Wyoming	54,777	11.4%	60,636	11%	-0.4
United States	33,899,812	12.4%	44,852,527	14.9%	2.5

Households in Poverty 2008-2012

Geographic Area	Total Households, 2008-2012	Households in Poverty, 2008-2012	% Households in Poverty, 2008-2012
Natrona County	20,295	1,279	6.3%
Wyoming	145,992	10,511	7.2%
United States	76,595,548	8,348,914	10.9%



Childhood (0-17) Poverty Rate 2000 – 2012

Geographic Area	Children in Poverty, 2000	Poverty Rate, 2000	Children in Poverty, 2012	Poverty Rate, 2012	Change in Poverty Rate, 2000 - 2012
Natrona County	2,843	16.8	2,741	15.2	-1.6
Wyoming	18,215	14.5	22,474	16.9	2.4
United States	11,746,858	16.6	16,396,863	22.6%	4.2

Seniors in Poverty 2008 – 2012

Geographic Area	Seniors	Seniors in Poverty	Senior Poverty Rate
Natrona County	9,519	729	7.7
Wyoming	72,922	3,527	4.8
United States	41,839,828	3,968,879	9.5

Median Household Income

The following chart shows the national, state and county level median household income. Natrona County is above the national average of $51,017.

2013 Median Household Income	
Area	Amount
United States	**51,017**
Wyoming	**54,901**
Natrona County	54,402

*U.S. Census Bureau, 2013

Unemployment Rates

The unemployment rate is the number in the civilian labor force divided by the number of unemployed. The Bureau of Labor Statistics defines unemployment as people who do not have a job, have actively looked for work in the past four weeks, and are currently available for work. It also includes people who were temporarily laid off and are waiting to be called back to that job. It doesn't count the jobless who:

- Didn't look for a job in the past four weeks.
- Are so discouraged that they have stopped looking for a job.

The unemployment rate is important as a gauge of joblessness. For this reason, it is also a gauge of the economy's growth rate. However, the unemployment rate is a lagging indicator. This means it measures the *effect* of a recession and so occurs after one has already started.

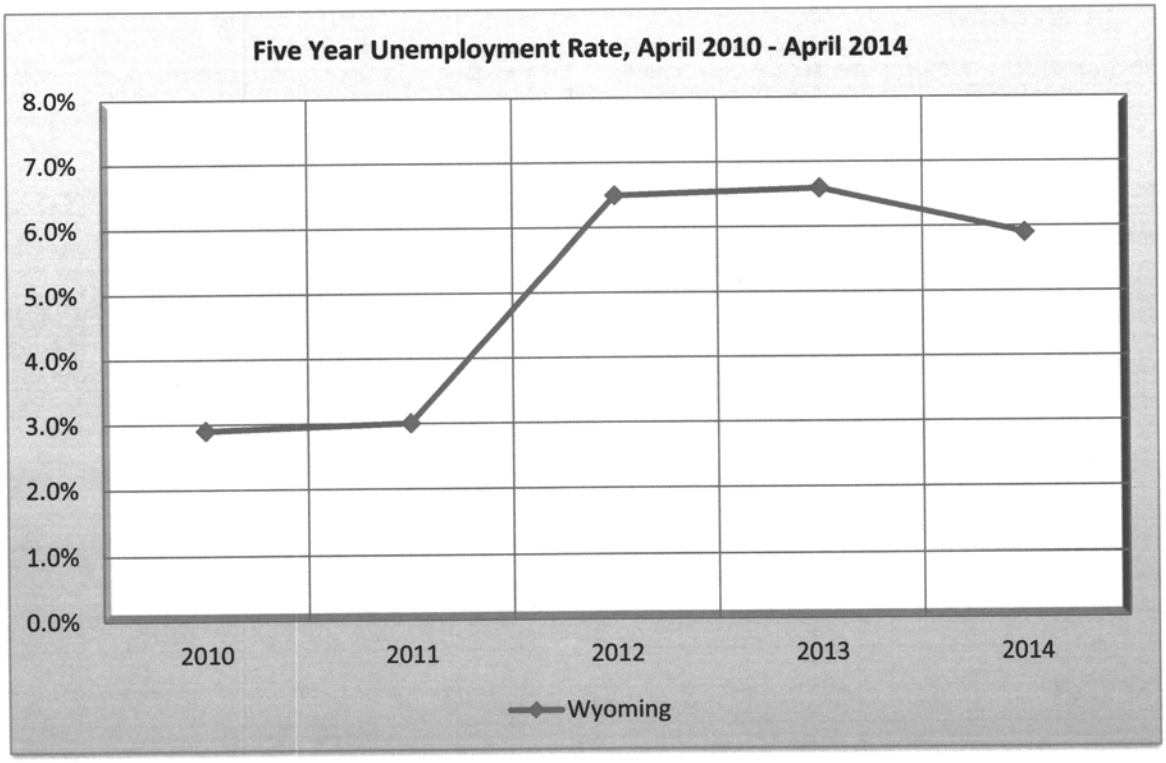
Employers are reluctant to lay people off when the economy turns bad, and even more reluctant to hire them when the economy improves. For any reason, the unemployment rate can only confirm what the other indicators are showing. For example, if the other indicators show a quickening economy and the unemployment rate is declining, then we know businesses are confident enough to start hiring

again. Since it is a lagging indicator, unemployment can worsen even after the economy starts to improve.

Unemployment Rates			
Area	April 2013	April 2014	Net Change
United States	7.5	6.3	**-1.2%**
Wyoming	4.7	3.7	**-1%**
Natrona County	4.1	3.2	**-0.9%**

*United States Department of Labor, 2014

According to the U.S. Department of Labor, unemployment for this five year period fell from 7.2 percent to 3.2 percent in Natrona County.



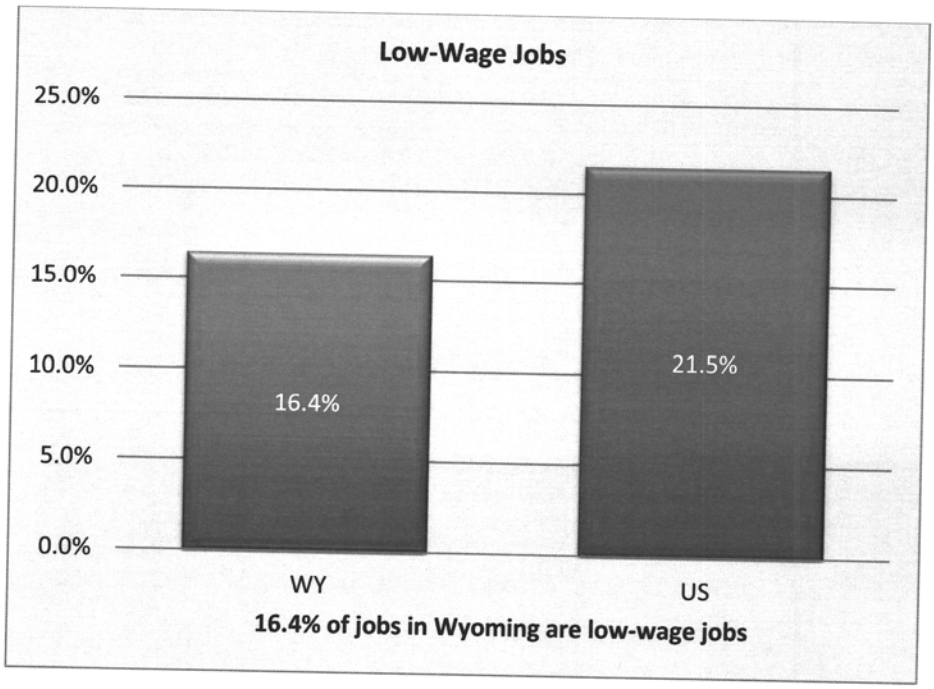
*United States Department of Labor, 2014

Employers

In many communities across America, local officials and leaders wrestle with the role of providing enough local jobs and income to maintain the economic viability of their communities. National and international events and trends can have a major impact on the rate and type of income and the employment growth communities can achieve. But communities take an active role in attracting and retaining jobs, in

addition to having a skilled and educated workforce, have an advantage over those communities and allow external events to exclusively dictate the pace of local economic growth.

According to the CFED's 2013, Assets and Opportunities Scorecard, 16.4% of jobs in Wyoming are considered low-wage jobs. This is defined as the percentage of jobs in occupations with median annual pay below 100% poverty threshold for a family of four ($22,314), 2010. (CFED, Assets & Opportunities Scorecard, 2013)



*2013 CFED scorecard, cfed.org

According to Workforce Wyoming in 2013, the following are the top two industries providing employment in **Natrona County**:

1. Wood product manufacturing industry – 34.9%
2. Petroleum and coal products manufacturing – 9.1%

According to the Wyoming Employment and Wage Report, the top 10 employers in Natrona County are:

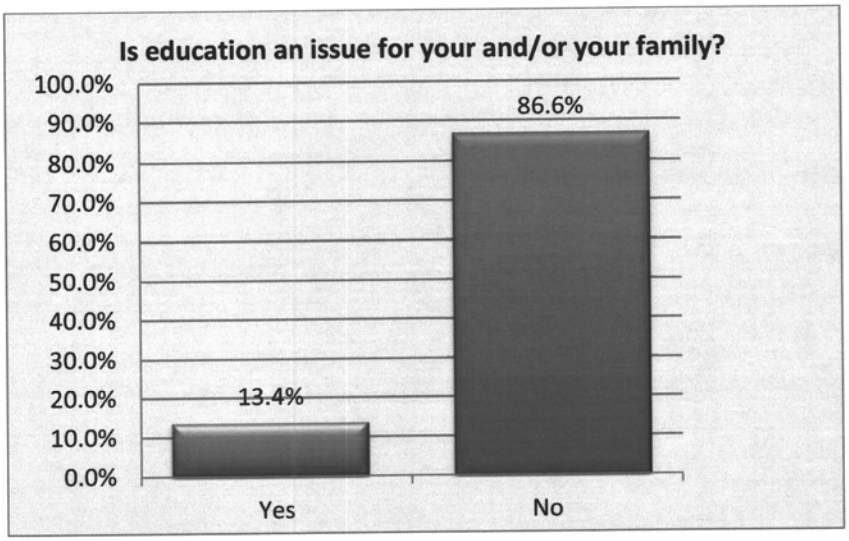
1. Natrona County School District
2. Wyoming Medical Center
3. Halliburton
4. Wal-Mart Super Center, 2nd Street
5. Codale Electric Supply
6. Halliburton Sperry Drilling
7. Unit Drilling Company
8. Wal-Mart Super Center, CY Ave
9. Wyoming Machinery Company
10. Community Health Center-Wyoming

POVERTY INDICATOR: EDUCATION

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

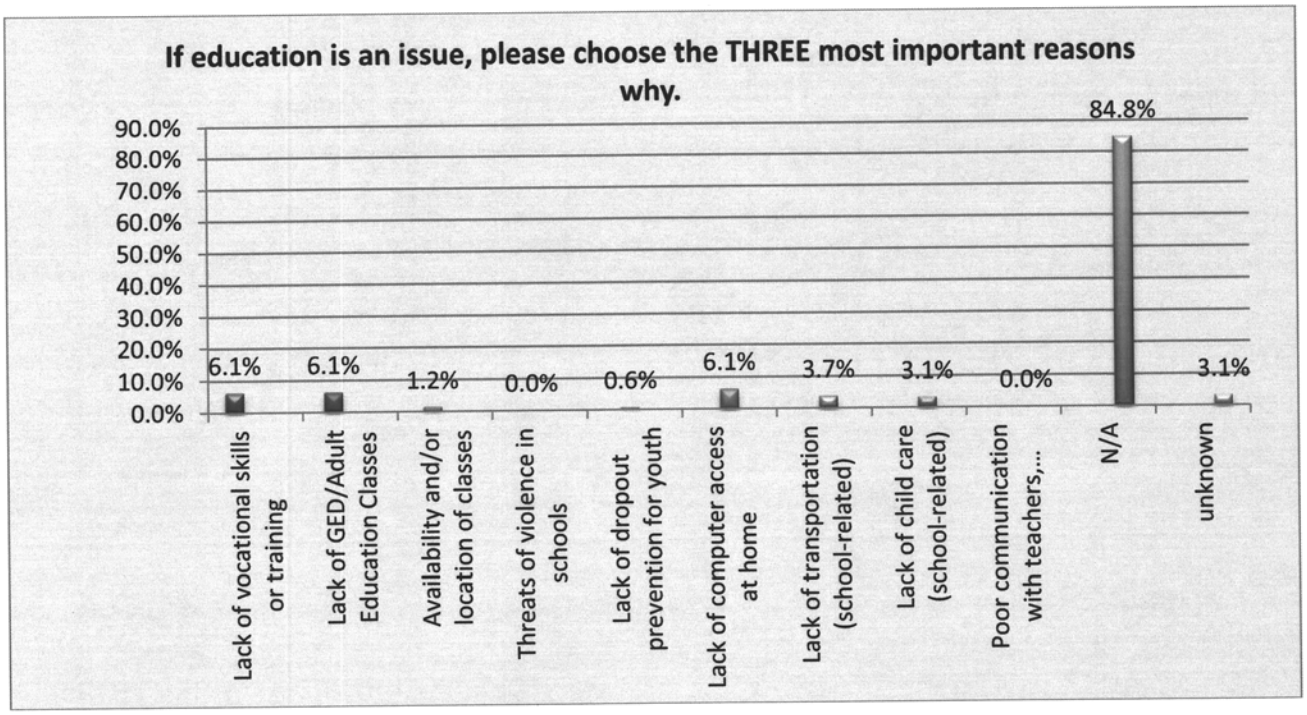
EDUCATION Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, *is **education** an issue for you and/or your family*. Of the 172 individuals who answered the question, **13.4%** of respondents felt that education was an issue. In order to gain an understanding of the root causes of the education issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY they felt education was an issue.



The top three reasons identified were:

1. Lack of vocational skills or training
2. Lack of computer access at home
3. Lack of GED/Adult Education Classes



Post-secondary education in Natrona County is available at: Casper College and University of Wyoming-Casper.

	Natrona County	Wyoming	United States
On-Time High School Graduation (% of freshmen who graduate in four years)	71.32	80.3	78.2
Associates and Higher	33	34.8	36.3

*(Natrona County Opportunity Index, 2014)

Educational Attainment

Wyoming Educational Attainment	
Population 25 years and over	371,096
Less than 9th grade	8,535 (2.3%)
9th to 12th grade, no diploma	20,781 (5.6%)
High school graduate (includes equivalency	113,184 (30.5%)
Some college, no degree	101,309 (27.3%)
Associate's degree	37,110 (10.0%)
Bachelor's degree	60,118 (16.2%)
Graduate or professional degree	30,059 (8.1%)

*U.S. Census Bureau American Community Survey2008-2012

Natrona County Educational Attainment	
Population 25 years and over	**50,354**
Less than 9th grade	957 (1.9%)
9th to 12th grade, no diploma	3,021 (6.0%)
High school graduate (includes equivalency	14,854 (29.5%)
Some college, no degree	14,804 (29.4%)
Associate's degree	5,589 (11.1%)
Bachelor's degree	7,352 (14.6%)
Graduate or professional degree	3,726 (7.4%)

*U.S. Census Bureau American Community Survey2008-2012

Special Education – Students with Disabilities (Ages 3 – 21)

Natrona County Students with Disabilities (Ages 3-21) Percent of Total Student Enrollment 2013-2014 School Year		
Autism	107	.84%
Behavior Disorders	55	.43%
Visual Impairments	9	.07%
Hearing Impaired	16	.13%
Deaf-Blindness	*	*
Mental Impairments - CD	93	.73%
Orthopedic Impairments	6	.05%
Other Health Impairments	237	1.85%
Preschool Special Needs	74	.58%
Specific Learning Disabilities	674	5.27%
Speech/Language Impairments	459	3.59%
Traumatic Brain Injury	13	.10%
Multiple Disabilities	13	.10%
TOTAL	1756	13.74%

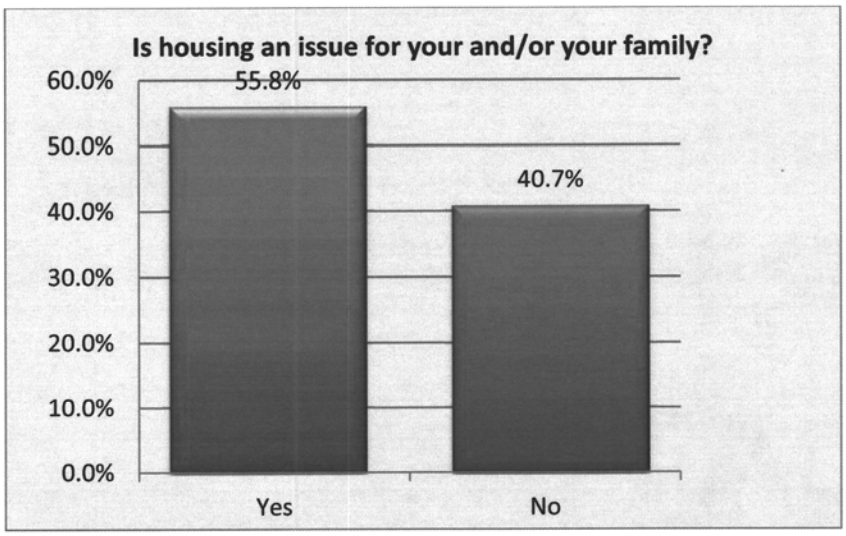
**Natrona County School District, 2014*

POVERTY INDICATOR: HOUSING

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

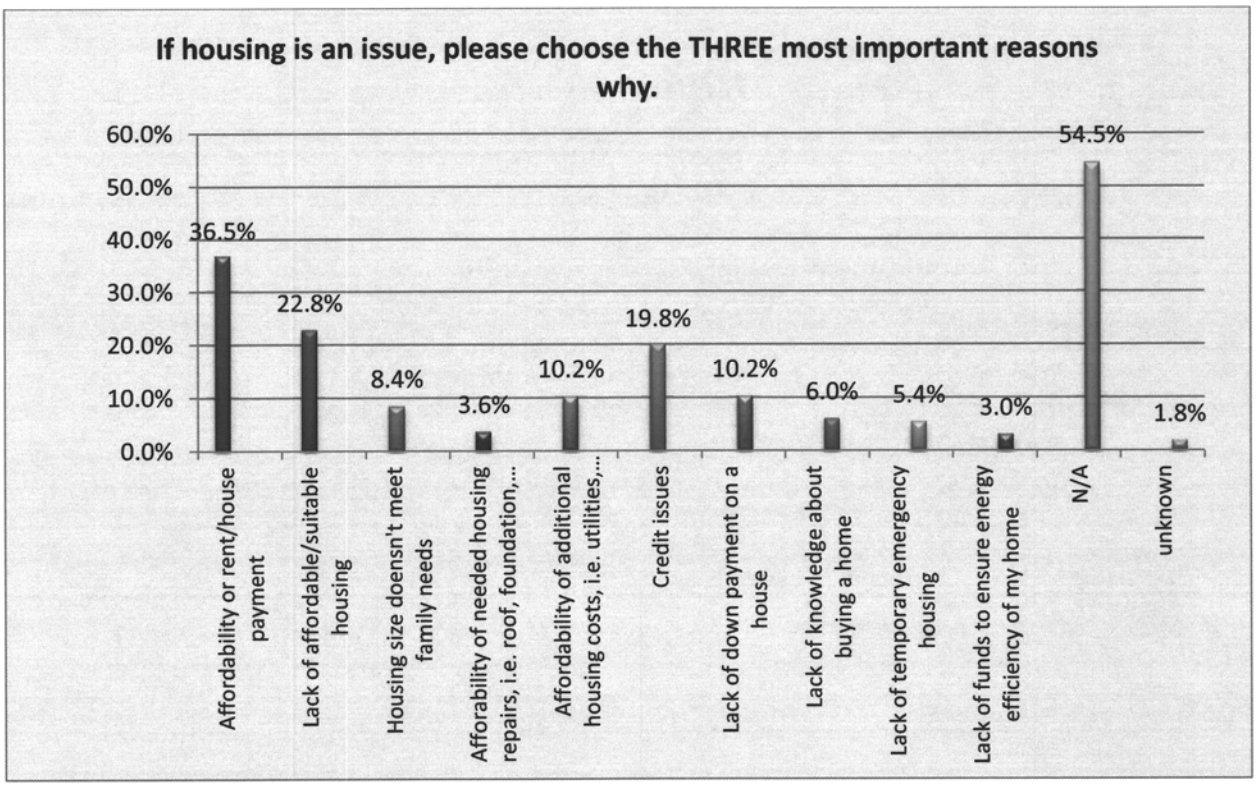
HOUSING Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, *is **housing** an issue for you and/or your family*. Of the 172 individuals who answered the question, **55.8%** felt that housing was in fact an issue. In order to gain an understanding of the root causes of housing issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY housing was an issue.



The top three reasons identified were:

1. Affordability or rent/house payment
2. Lack of affordable/suitable housing
3. Credit Issues



Natrona County Housing Data	
Total Housing Units	33,952
Occupied Housing Units	30,406
Vacant Housing Units	3,546
Owner Occupied	21,285
Renter Occupied	9,121
Median Value	$179,100
Median Rent Asked	$782

*Data Source: Census 2008-2012 ACS Survey

Housing Units without Plumbing, 2000 and 2008 - 2012

Geographic Area	Occupied Housing Units, 2000	Housing Units without Plumbing, 2000	Percent without Plumbing, 2000	Occupied Housing Units, 2008-2012	Housing Units without Plumbing, 2008-2012	Percent without Plumbing, 2008-2012
Natrona County	26,819	156	0.6	30,406	134	0.4
Wyoming	193,608	1,011	0.5	221,479	1,353	0.6
United States	105,480,101	692,986	0.7	115,226,802	628,104	0.5

*Data Source: Census 2008-2012 ACS Survey

Rentals

About 30% of all Wyoming households – or 66,600 households – are renters. Federal rental assistance programs enable more than 6,600 low-income households in Wyoming to rent modest housing at an affordable cost. About 62% of these households are headed by people who are elderly or have disabilities; approximately 30% are families with children. (Center on Budget & Policy Priorities, 2013)

Federal programs reach only a small share of the low-income Wyoming households that pay unaffordable rental housing costs and are therefore at increased risk of homelessness and other types of housing instability:

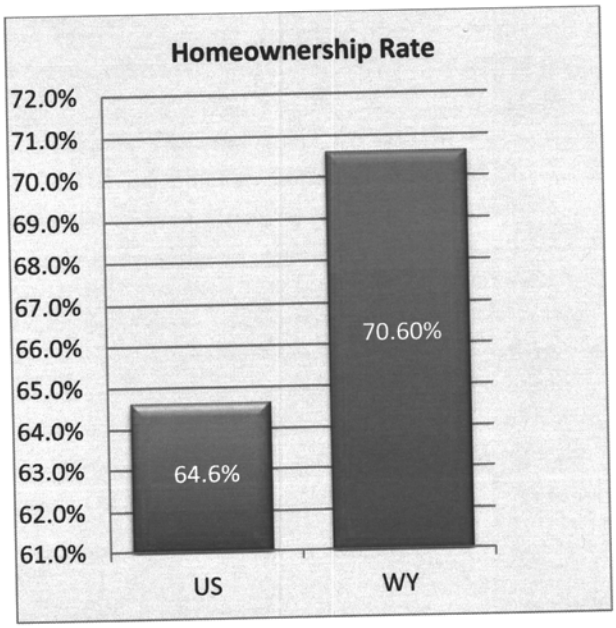
- In Wyoming, 10,500 low-income renter households pay more than half their monthly cash income for housing costs. On average, these households have incomes of $1,060 and pay housing costs of $880, leaving only $180 to pay for other necessities. About 31% of these cost-burdened renters are elderly or people with disabilities, while 21% are families with children.
- When housing costs consume more than half of household income, low-income families are at greater risk of becoming homeless. Point-in-time surveys suggest that at least 1,000 people are homeless in Wyoming. (Center on Budget & Policy Priorities, 2013)

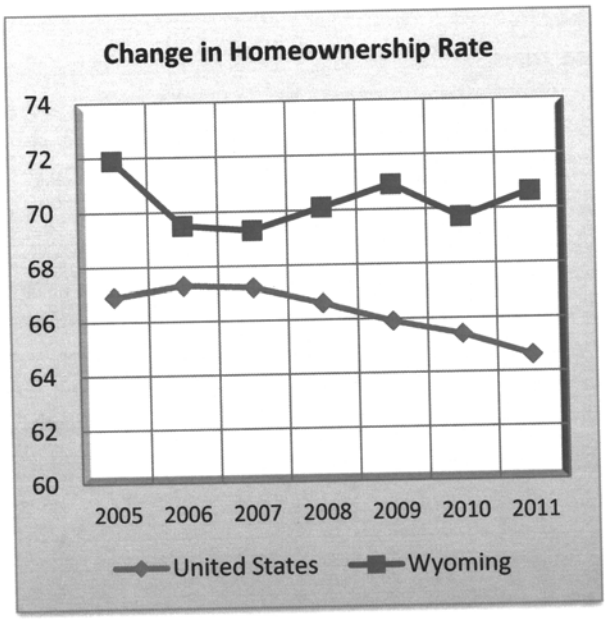
The following chart contains the Fair Market Rents for Natrona County, Wyoming. Fair Market Rents (FMRs) are estimates of rental housing costs in local housing markets that the U.S. Department of Housing and Urban Development (HUD) prepares using rent survey data to serve as the basis for determining the maximum subsidy levels in the Housing Choice Voucher program. In general, FMRs are set at the 40th percentile rent i.e., the dollar amount which allows voucher-holders access to 40 percent of standard quality rental units. Adjustments are made to exclude public housing units, newly built units and substandard units (U.S. Department of Housing and Urban Development, 2014).

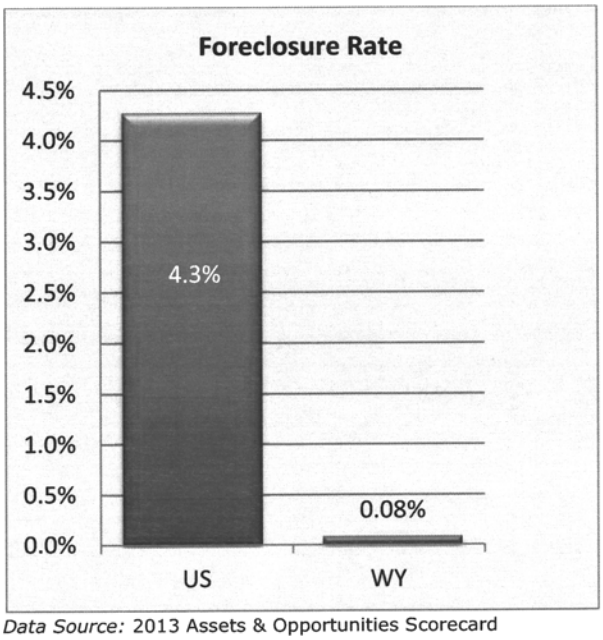
Natrona County	FAIR MARKET RENT ($/month)				
	0 BR	**1 BR**	**2 BR**	**3 BR**	**4 BR**
2013	$533	$610	$807	$1,189	$1,413
2014	$503	$576	$762	$1,123	$1,334

*Data Source: 2014 U.S. Department of Housing and Urban Development Fair Market Rent

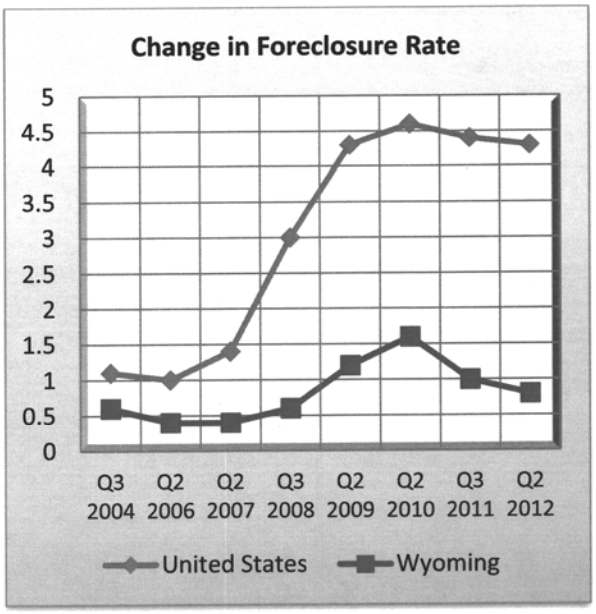
According to the 2013 Assets & Opportunities Scorecard, 70.6% of Wyoming households are homeowners.







Data Source: 2013 Assets & Opportunities Scorecard

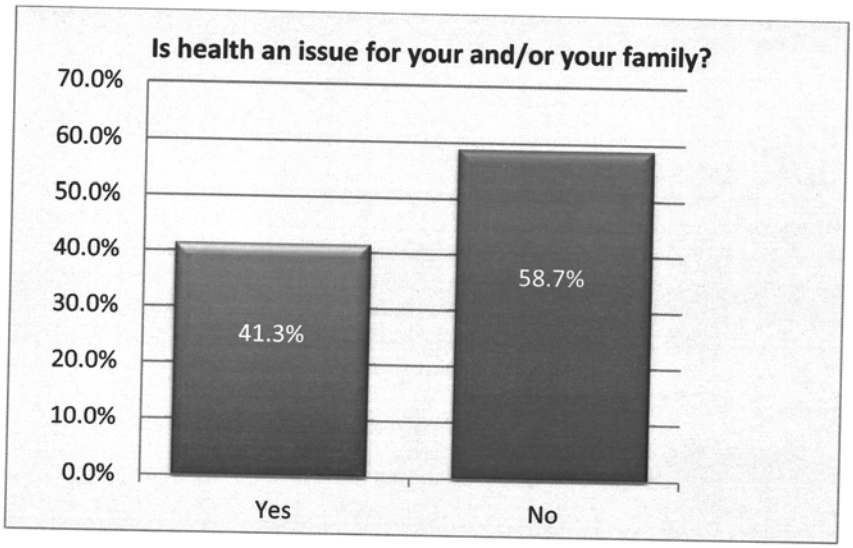


POVERTY INDICATOR: HEALTH

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

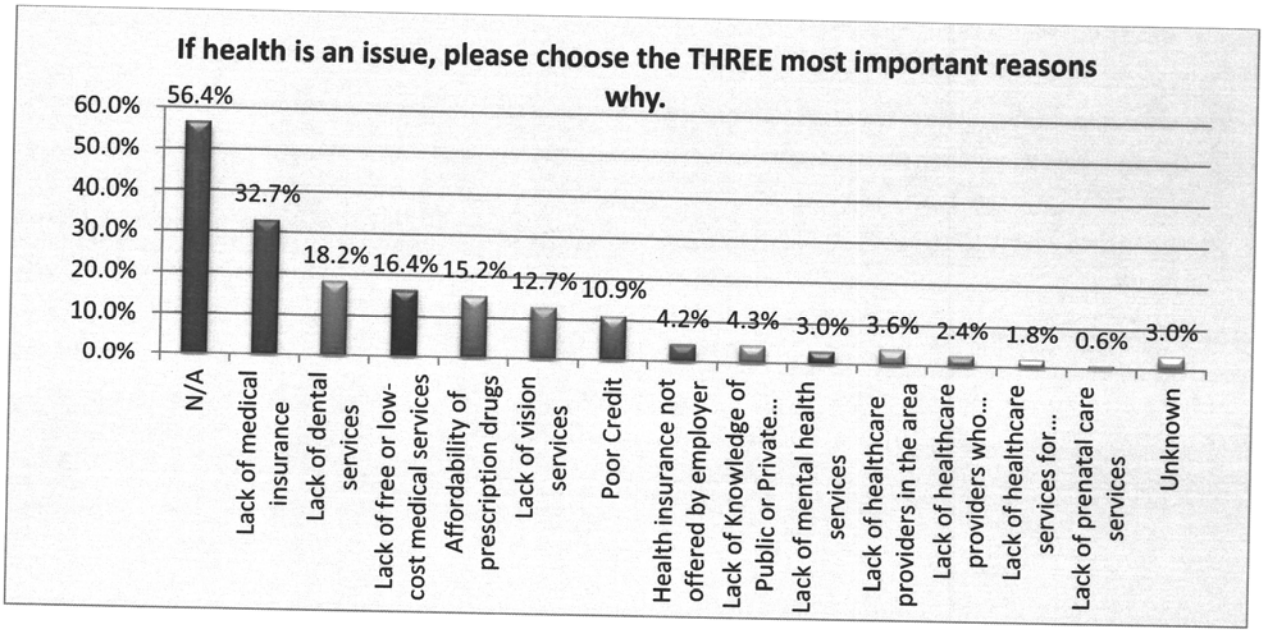
HOUSING Primary Data: Survey Results

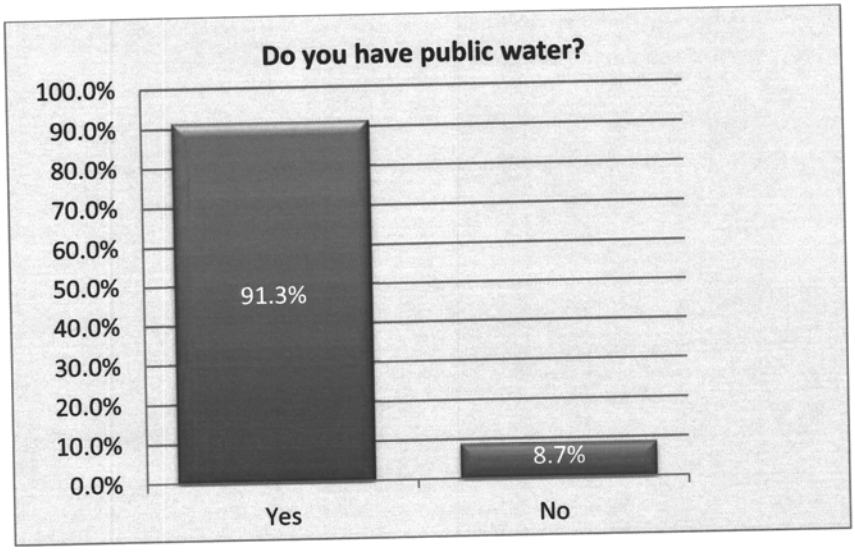
The Needs Assessment Survey asked the basic question, *is **health** an issue for you and/or your family*. Of the 172 individuals who answered the question, **41.3%** felt health was in fact an issue. In order to gain an understanding of the root causes of health issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY health was an issue.

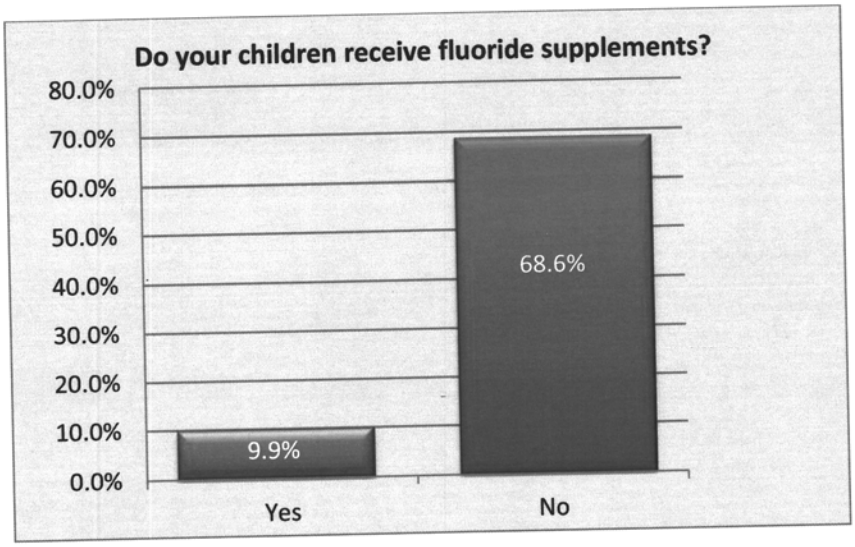


The top three reasons identified were:

1. Lack of medical insurance
2. Lack of dental services
3. Lack of free or low-cost medical services




Do you have public water?
100.0%
90.0%
80.0%
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
91.3%
8.7%
Yes
No


Do your children receive fluoride supplements?
80.0%
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
68.6%
9.9%
Yes
No

The chart below focuses on **health behaviors, clinical care,** and the **physical environment**. It also quantifies two categories of health outcomes to demonstration how healthy the county is: how long people live (mortality) and how healthy people feel (morbidity). Below are the results for Natrona County and the state of Wyoming.

	Natrona County	Wyoming	Rank (out of 23 counties)
Health Outcomes			**15**
Mortality			**14**
Premature Death	716+	7,532	
Morbidity			
Poor or fair health	14%	13%	
Poor physical health days	3.3	3.2	
Poor mental health days	3.6	3.2	
Low birth weight	8.0%	8.6%	
Health Factors			**18**
Health Behaviors			**22**
Adult smoking	26%	20%	
Adult obesity	27%	26%	
Physical inactivity	24%	23%	
Excessive drinking	18%	17%	
Sexually transmitted infections			
Teen birth rate	532	368	
Clinical Care	49%	43%	
Uninsured			**5**
Primary Care Physicians**	16%	17%	
Dentist**	1,340:1	1,476:1	
Preventable hospital stays	1,456:1	1,774:1	
Diabetic screening	57	55	
Mammography screening	75%	75%	
	59%	57%	

*Data Source: County Health Rankings & Roadmaps, 2014

Behavioral Health Profile

The Wyoming **Behavioral Risk Factor Surveillance System (BRFSS)** assembles data from randomly selected non-institutionalized adults age 18 and older, through monthly telephone surveys with collaboration and support of the federal Centers for Disease Control and Prevention (CDC). The following data has been developed based upon the most current and available data on substance use and its related consequences (Wyoming BRFSS Data, 2006-2008).

Behavioral Risk Factors 2006-2008		
Indicator	Natrona County	Rank in Wyoming
Cigarette smoking	25.6%	21.8
Smokeless tobacco use	6.8%	8.2%
Binge drinking	17%	17%

*Data Source: Wyoming Behavioral Risk Factors Surveillance System and Substance Abuse and Mental Health Services Administration (SAMHSA).

Drug Use in the Past Year among Persons 12 Years or Older, 2006-2008		
	Natrona County	Wyoming
Marijuana	12.02%	10.47%
Cocaine	2.41%	2.12%
Nonmedical Use of Pain Relievers	5.01%	4.43%

*Data Source: Substance Abuse and Mental Health Services Administration (SAMHSA).

Statistics on Children and Teens - Healthcare and Related Issues

The following Wyoming children and teen statistics were obtained from the latest KIDS COUNT Data Book.

Percent low birth-weight babies			
County	**2007**	**2011**	**% Change (+Better, - Worse)**
Wyoming	**9.1%**	**8.0%**	**-1.1**
Natrona County	7.8%	6.9%	-0.9

*Data Source: KIDS Count Data Center

Infant Mortality Rate (per 1,000 live births)			
County	**2007**	**2011**	**% Change (+Better, - Worse)**
Wyoming	**7.3%**	**6.7%**	**-0.6**
Natrona County	3.6%	7.1%	+3.5

*Data Source: KIDS Count Data Center

Child Death Rate (ages 1-14 per 100,000 children)			
County	**2007**	**2011**	**% Change (+Better, -Worse)**
Wyoming	**23%**	**24%**	**+1**
Natrona County	21%	22%	+1

*Data Source: KIDS Count Data Center

Teen Injury Death Rate			
County	**2007**	**2011**	**% Change (+Better, -Worse)**
Wyoming	**76%**	**76%**	**+0**
Natrona County	53%	58%	+5

*Data Source: KIDS Count Data Center

Public Health

The County Health Departments in each county provides a variety of services including community education, family planning, breast & cervical cancer services and many more. The following chart summarizes the services offered by the Natrona County Public Health Department.

Services Provided	Natrona County
Breast & Cervical Cancer Services	X
Community Education	X
Community Health Services	X
Environmental	X
Epidemiology	X
Family Planning	X
HIV/Aids	X
Hypertension	X
Immunization	X
Provider Education	X
Sexually Transmitted Diseases	X
Tuberculosis	X
Other	X

*Data Source: Casper-Natrona County Public Health Department

Uninsured Persons, 2012

Geographic Area	Insurance Population (2012 Estimate)	Number Insured	Number Uninsured	Percent Uninsured
Natrona County	77,539	64,987	12,552	16.2
Wyoming	567,082	479,998	87,084	15.4
United States	308,896,460	263,281,913	45,614,547	14.8

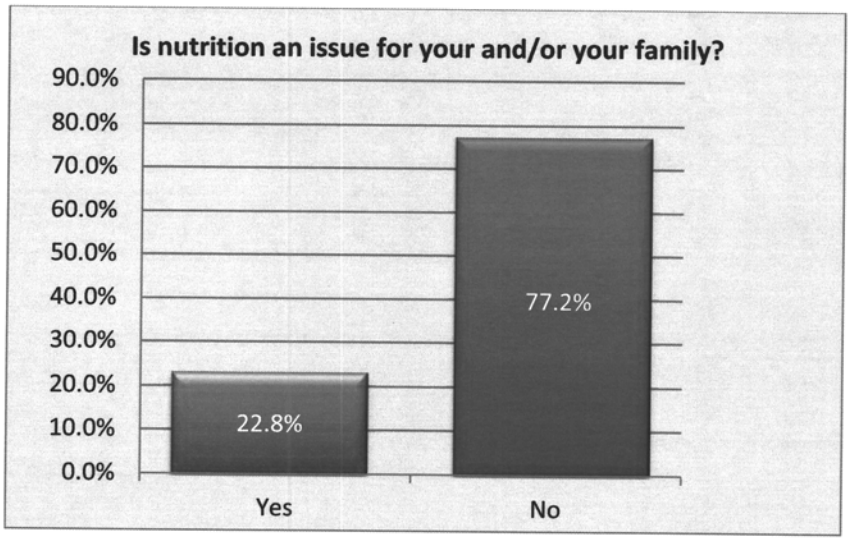
*Data Source: Census 2008-2012 ACS Survey

POVERTY INDICATOR: NUTRITION

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

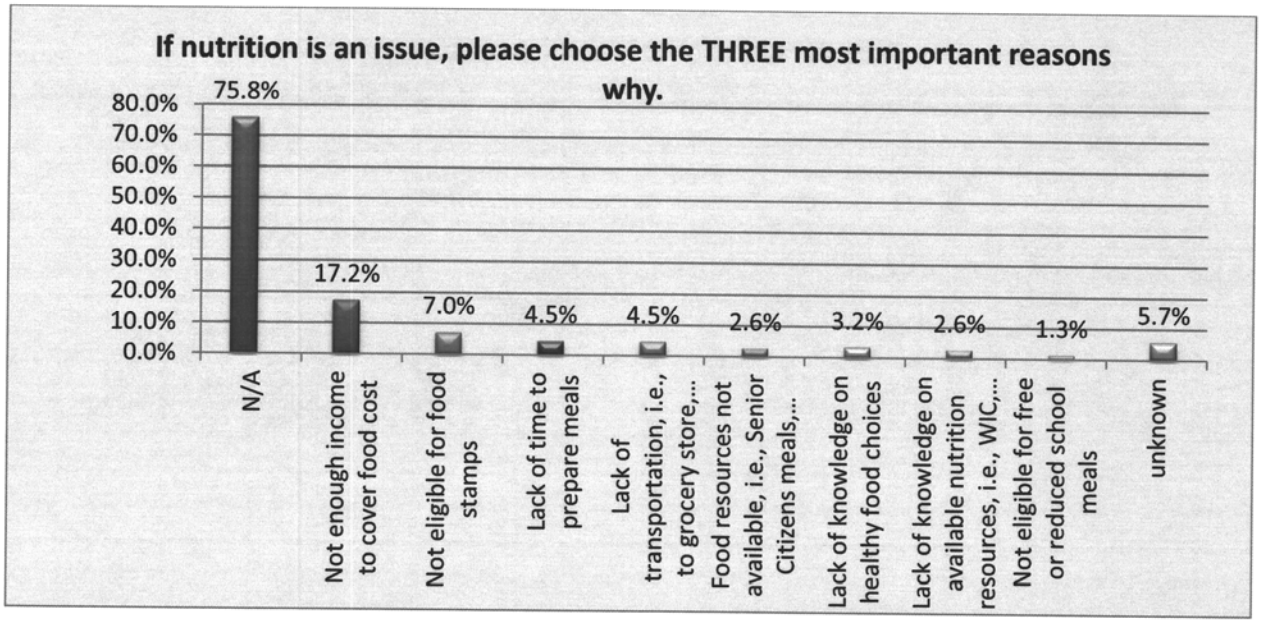
Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, *is **nutrition** an issue for you and/or your family*. Of the 172 individuals who answered the question, **22.8%** felt that nutrition was in fact an issue. In order to gain an understanding of the root causes of nutrition issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY nutrition was an issue.



The top three reasons identified were:

1. Not enough income to cover food cost
2. Not eligible for food stamps (SNAP)
3. Lack of transportation, i.e., to grocery store, food pantry or other food resources



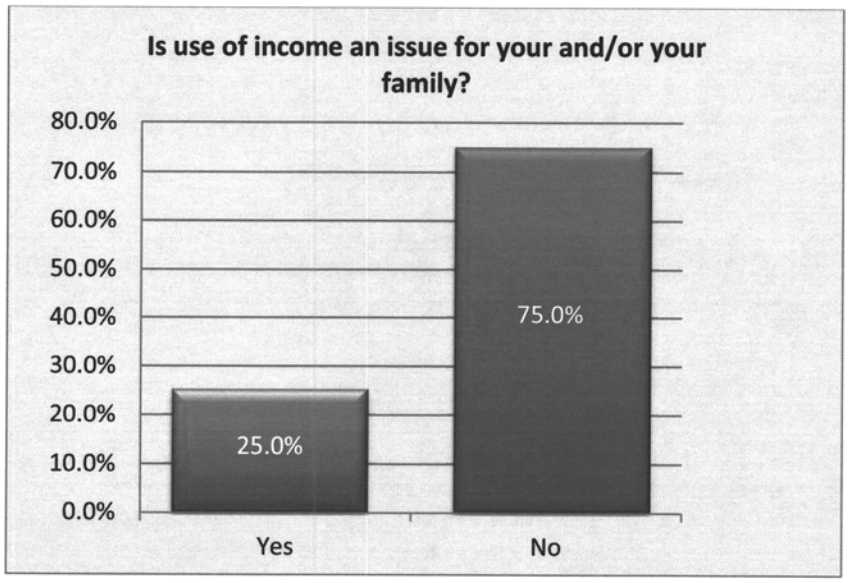
POVERTY INDICATOR:

USE OF INCOME

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

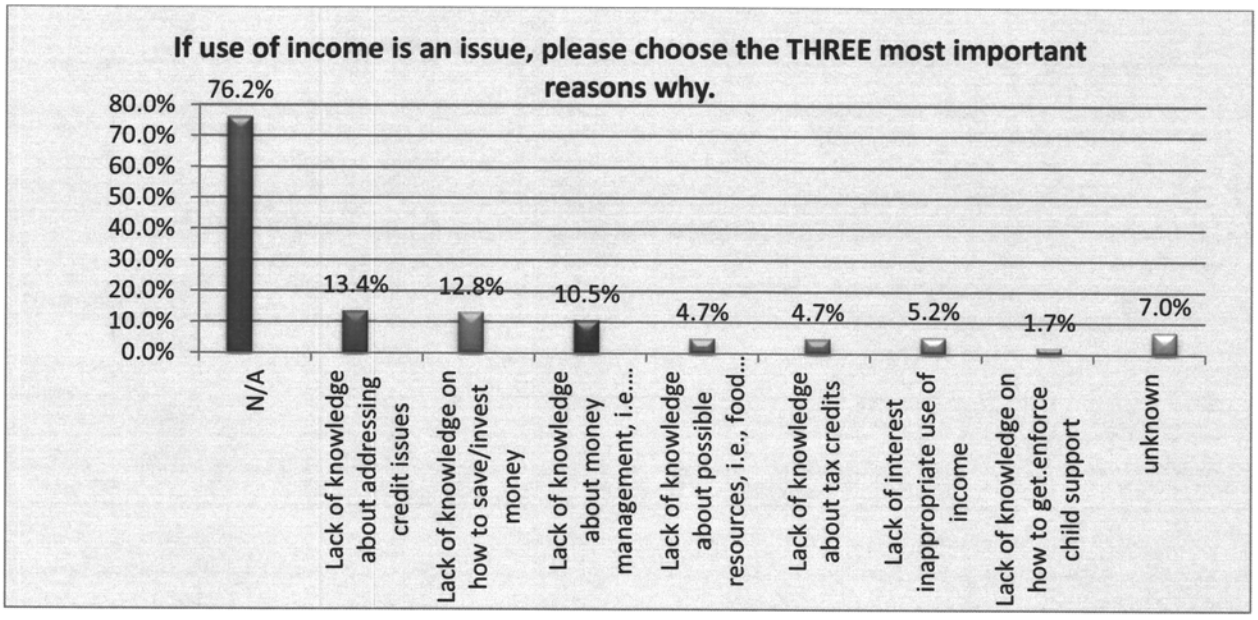
Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, ***is use of income*** *an issue for you and/or your family*. Of the 172 individuals who answered the question, **25%** felt that use of income was in fact an issue. In order to gain an understanding of the root causes of use of income issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY use of income was an issue.



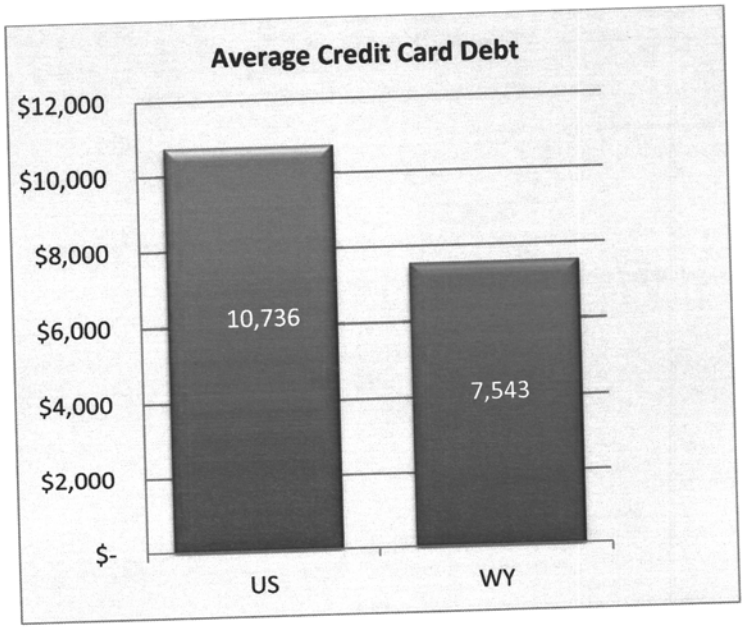
The top three reasons identified were:

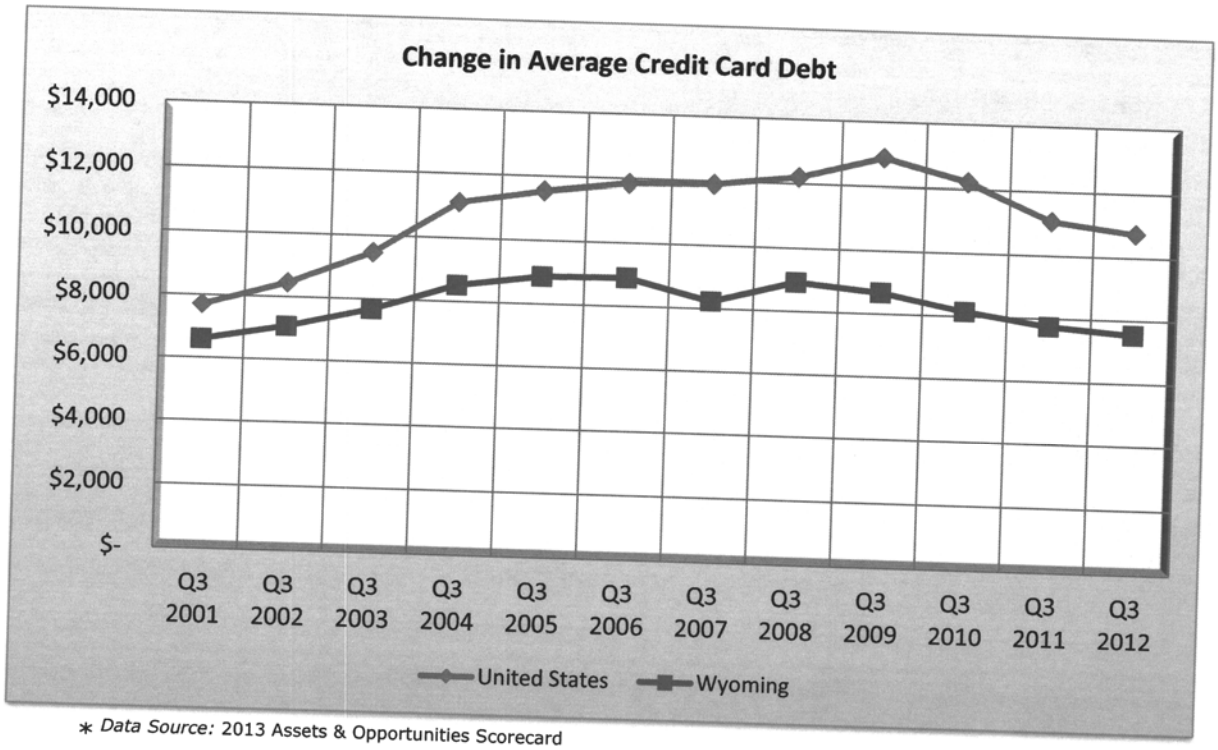
1. Lack of knowledge about addressing credit issues
2. Lack of knowledge on how to save/invest money
3. Lack of knowledge about money management, i.e., credit card, debt, budgeting, checking accounts, etc.



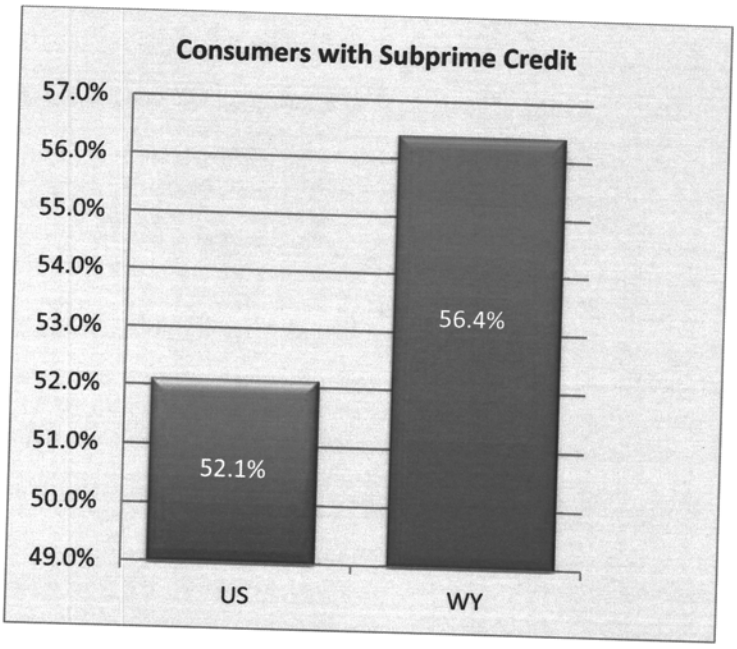
Natrona County	Number	Percentage
Total Households	**30,406**	
With Social Security	8,112	26.7%
Mean Social Security Income (dollars)	17,133	
With Retirement Income	4,291	14.1%
Mean Retirement Income (dollars)	19,690	
With Supplemental Security Income	1,025	3.4%
Mean Supplemental Security Income (dollars)	8,412	
With Food Stamp/SNAP benefits in the past 12 months	1,676	5.5%

*Data Source: Census 2008-2012 ACS Survey

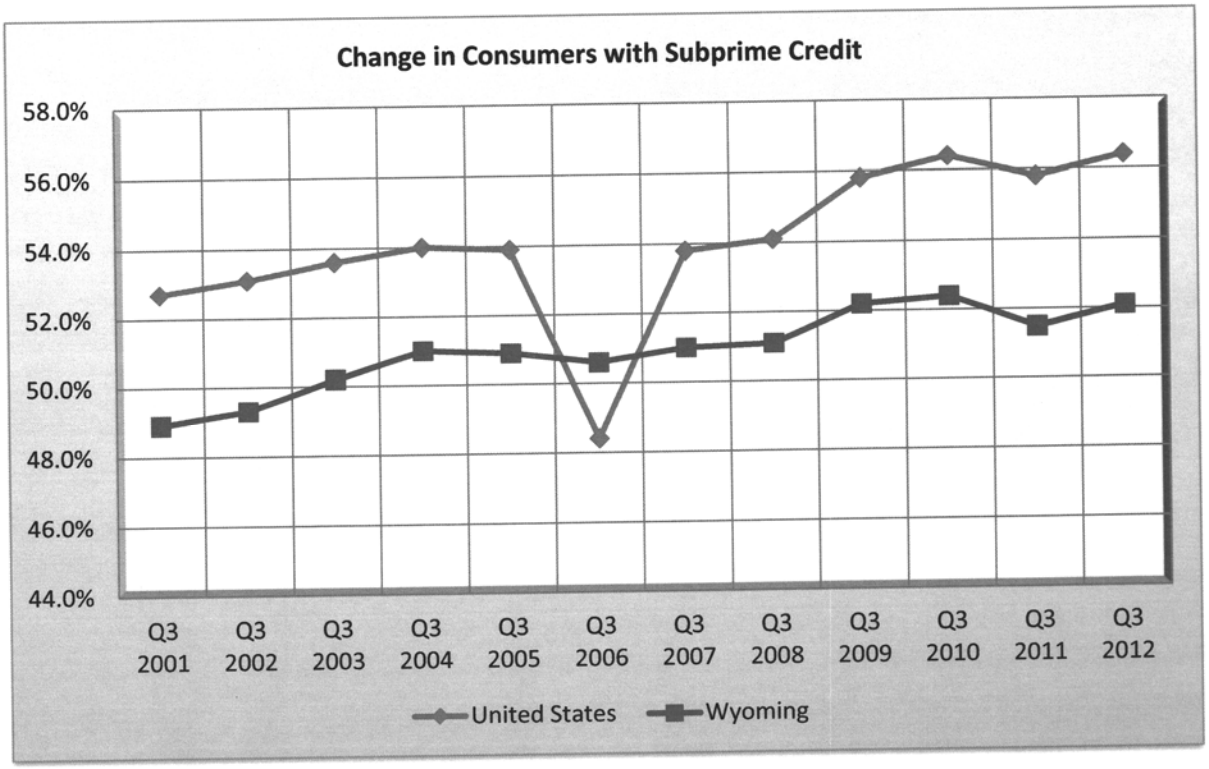




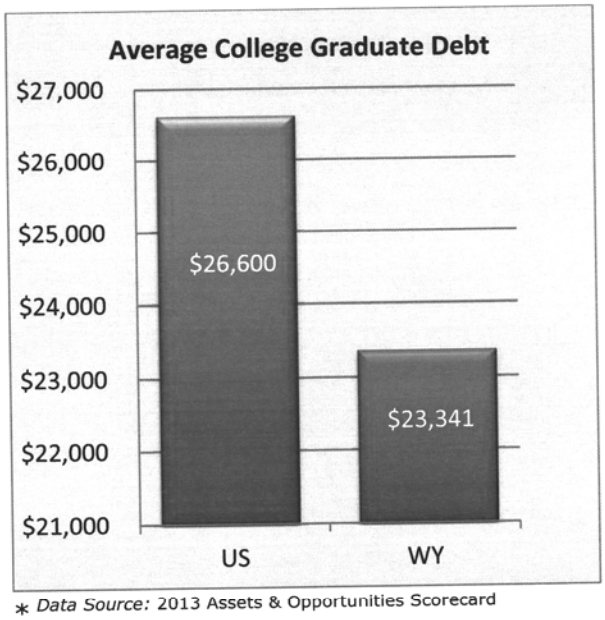
∗ *Data Source:* 2013 Assets & Opportunities Scorecard

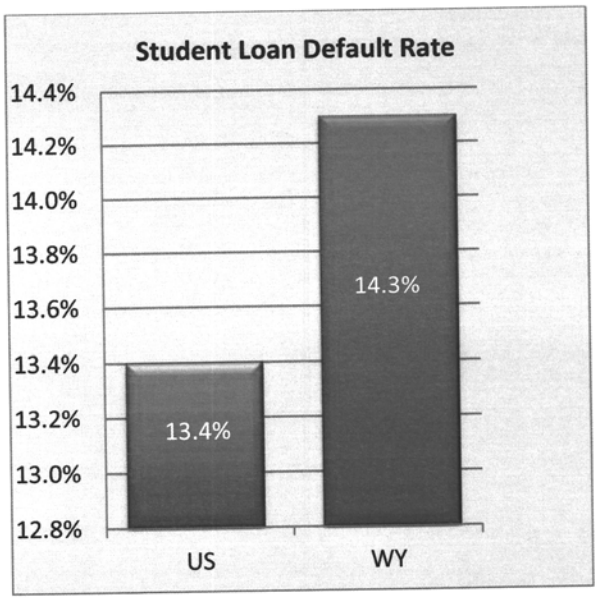


∗ *Data Source:* 2013 Assets & Opportunities Scorecard

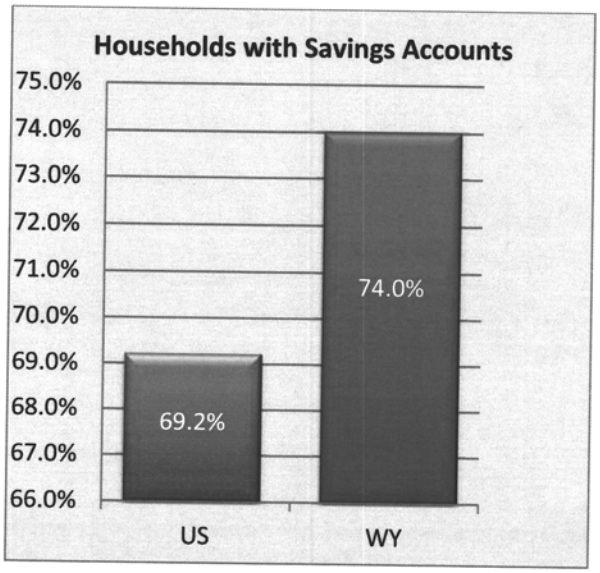


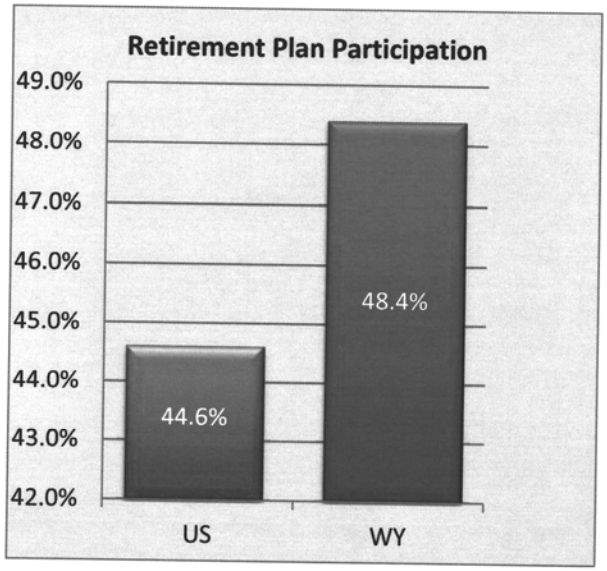
∗ *Data Source:* 2013 Assets & Opportunities Scorecard





∗ *Data Source:* 2013 Assets & Opportunities Scorecard





∗ *Data Source:* 2013 Assets & Opportunities Scorecard

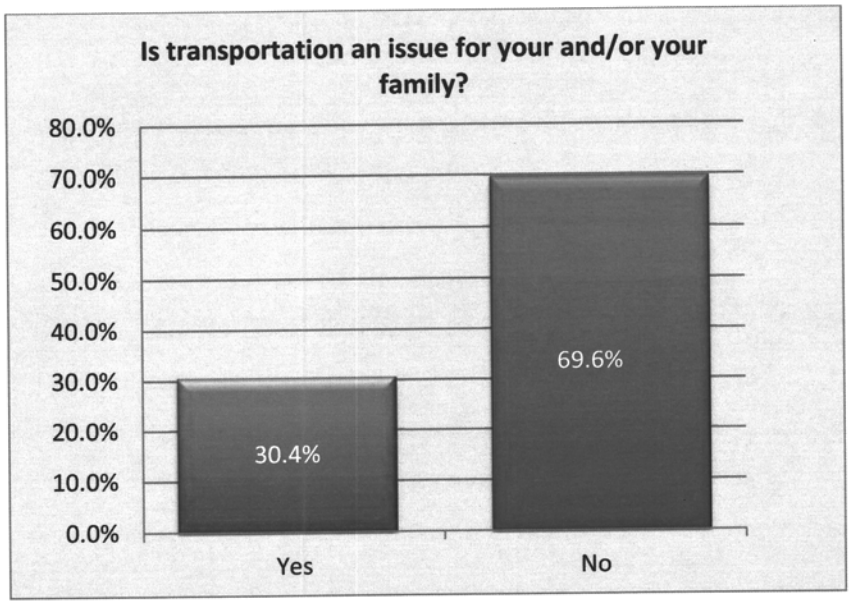
POVERTY INDICATOR:

TRANSPORTATION

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

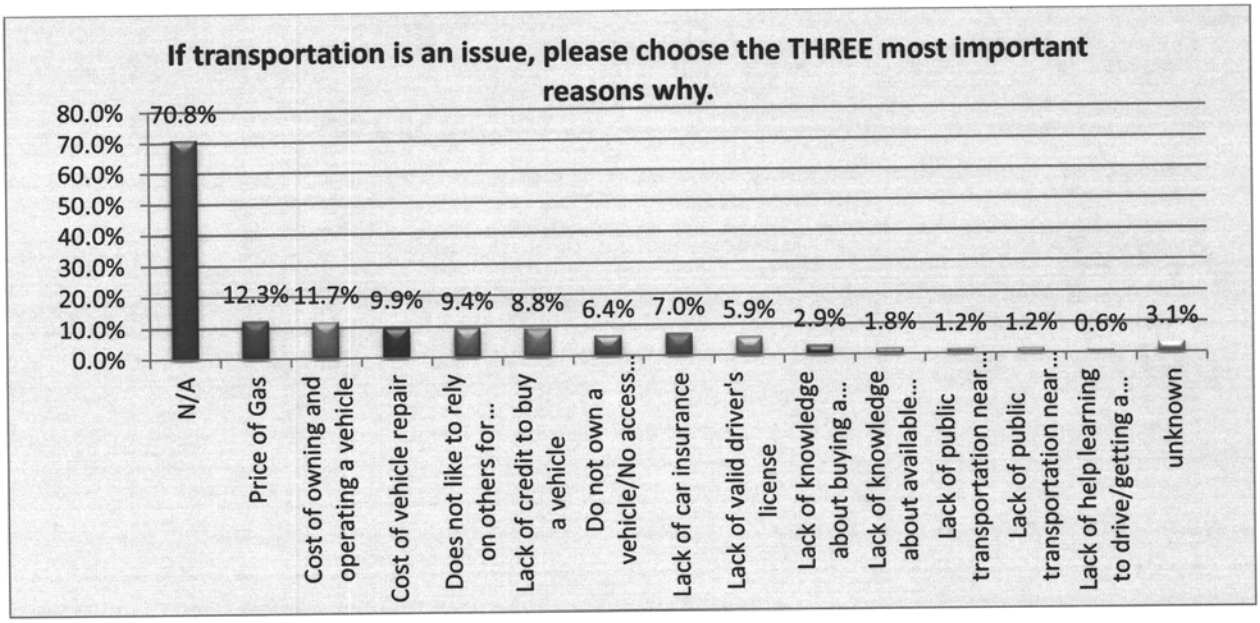
Primary Data: Survey Results

The Needs Assessment Survey asked the basic question, *is **transportation** an issue for you and/or your family*. Of the 172 individuals who answered the question, **30.4%** felt that transportation was in fact an issue. In order to gain an understanding of the root causes of use of transportation issues in the community, the Needs Assessment Survey provided the opportunity for respondents to identify WHY transportation was an issue.



The top three reasons identified were:

1. Price of gas
2. Cost of owning and operating a vehicle
3. Cost of vehicle repair



Commuting to Work – Natrona County	Total Number	Percentage
Workers 16 years and over	**39,155**	
Car, truck, or van – drove alone	31,695	80.9%
Car, truck, or van – carpooled	4.771	12.2%
Public transportation (excluding taxicab)	271	.07%
Walked	640	1.6%
Other means	642	1.6%
Worked at home	1,136	2.9%
Mean travel time to work (minutes)	18.0	

*Data Source: Census 2008-2012 ACS Survey

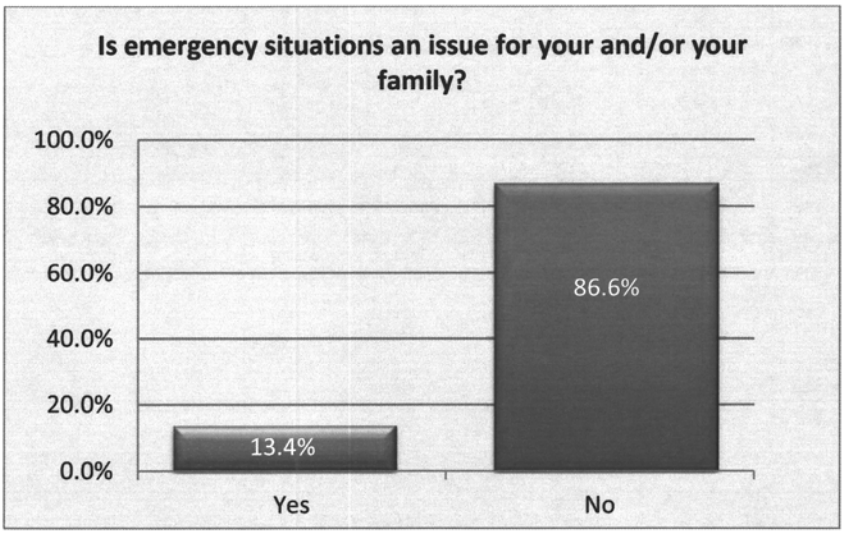
POVERTY INDICATOR:

EMERGENCY SITUATIONS

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

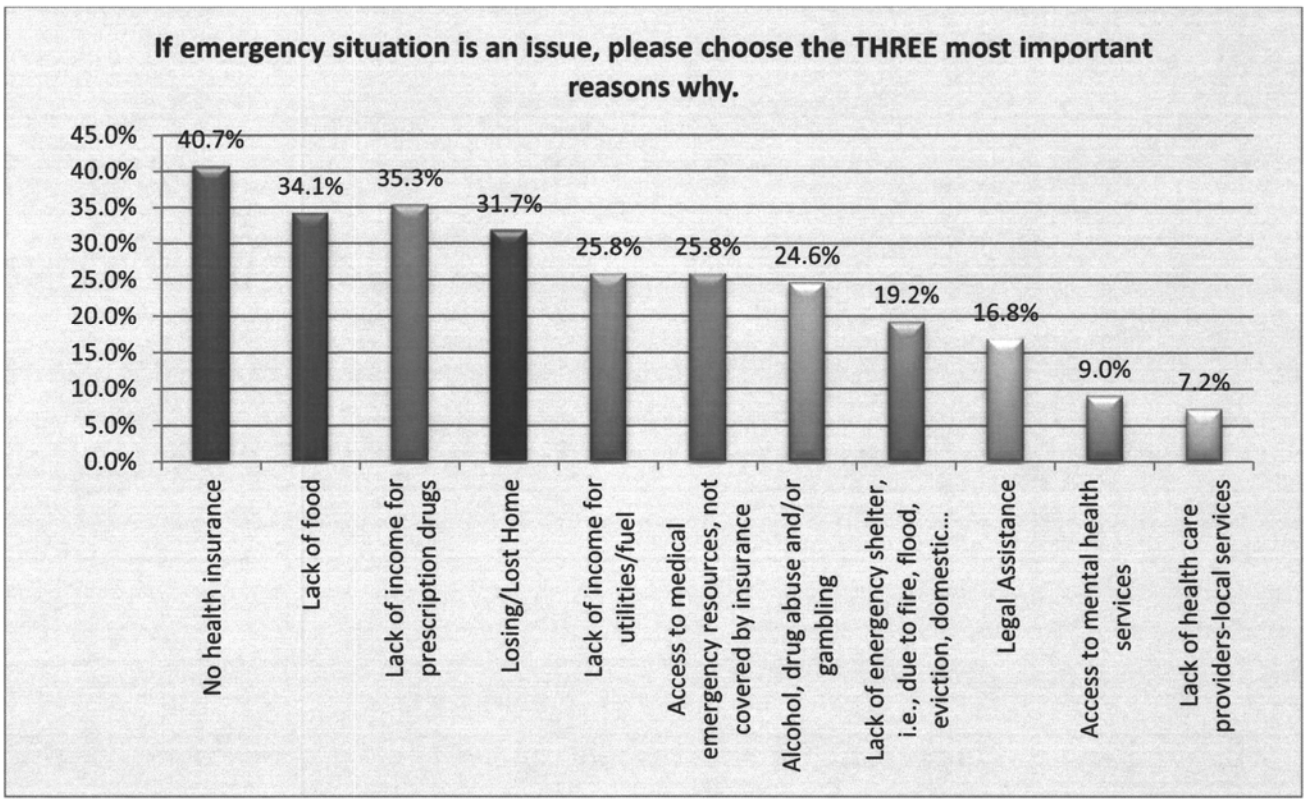
Primary Data: Survey Results

The Needs Assessment Survey asked respondents to *choose the 3 most important* ***emergency situations*** *that seem to be particular problems in this area.* 172 individuals answered the question and selected the following as the top three problems.



The top three reasons identified were:

1. No health insurance
2. Lack of income for prescription drugs
3. Lack of food



City of Casper Police Department reports the following crime statistics in the following in their 2012 Annual Report and 2013 Annual Report:

Type of Call	Casper, Wyoming	
	2012	2013
Calls for Service	54,818	53,836
Arrests	5,413	5,513
Adult Drug Arrests	408	505
Juvenile Drug Arrests	152	126
DUI	506	407
Moving Violations	7,282	8,940
Accidents Reports	2,086	1,932
Traffic Citations	15,503	13,567

*City of Casper Police Department, 2014

The following information was obtained from the Wyoming Association of Sheriffs and Chiefs of Police – Alcohol and Crime in Wyoming 2010-2012.

DUI Arrests, 2010-2012

	2010	2011	2012
Natrona DUI arrests	798	803	752
Natrona rate per 10,000	30.2	26.8	24.1
Wyoming DUI arrests	5,862	5,199	7,761
Wyoming rate per 10,000	35.8	32.1	32.9

Alcohol-Related Fatal Vehicle Crashes

	2008	2009	2010	2011	2012
Natrona	8.14%	5.32%	2.65%	5.24%	5.09%
Wyoming	41%	36%	34%	28%	33%

*Data Source: Fatality Analysis Reporting System
Note: Data reflects persons killed in motor vehicle crashes where driver blood alcohol content (BAC) was 0.01% or higher.

POVERTY INDICATOR:

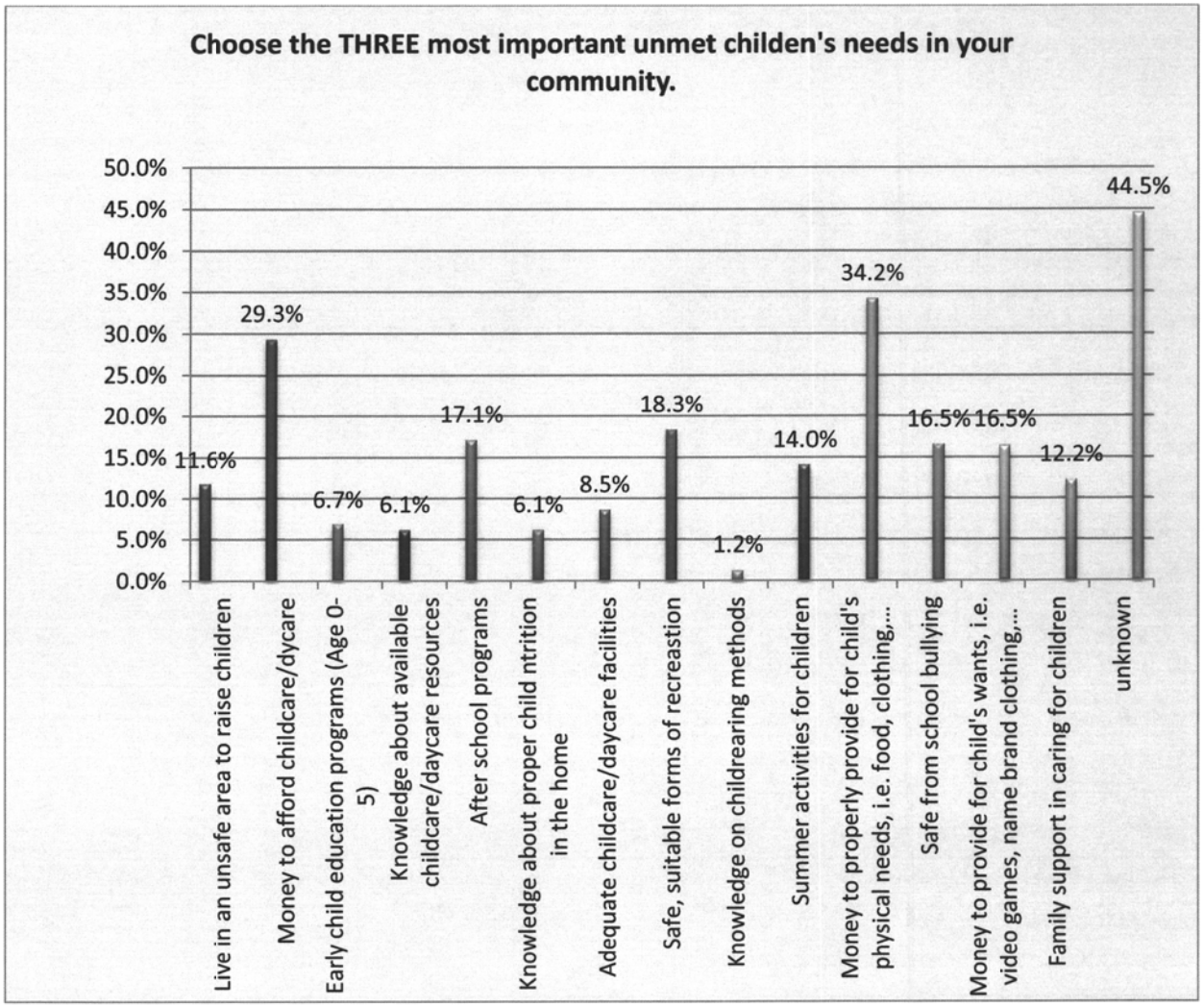
CHILDREN'S NEEDS

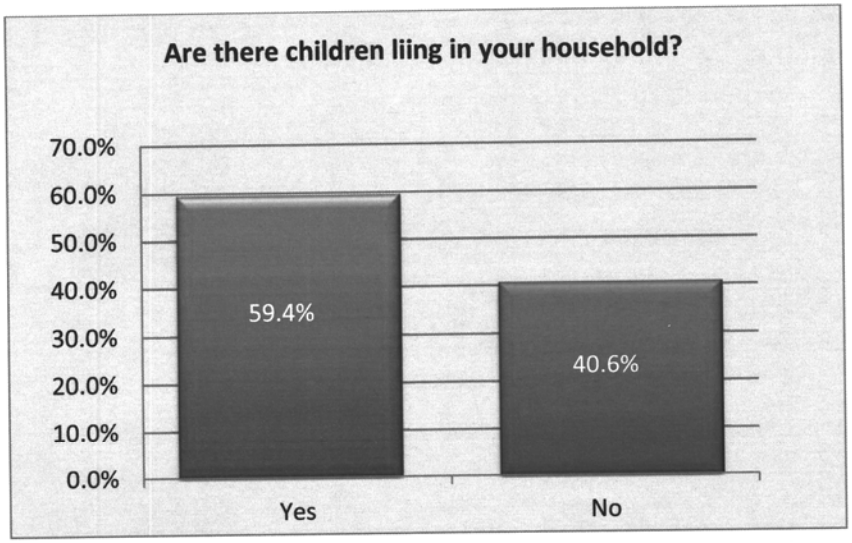
CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

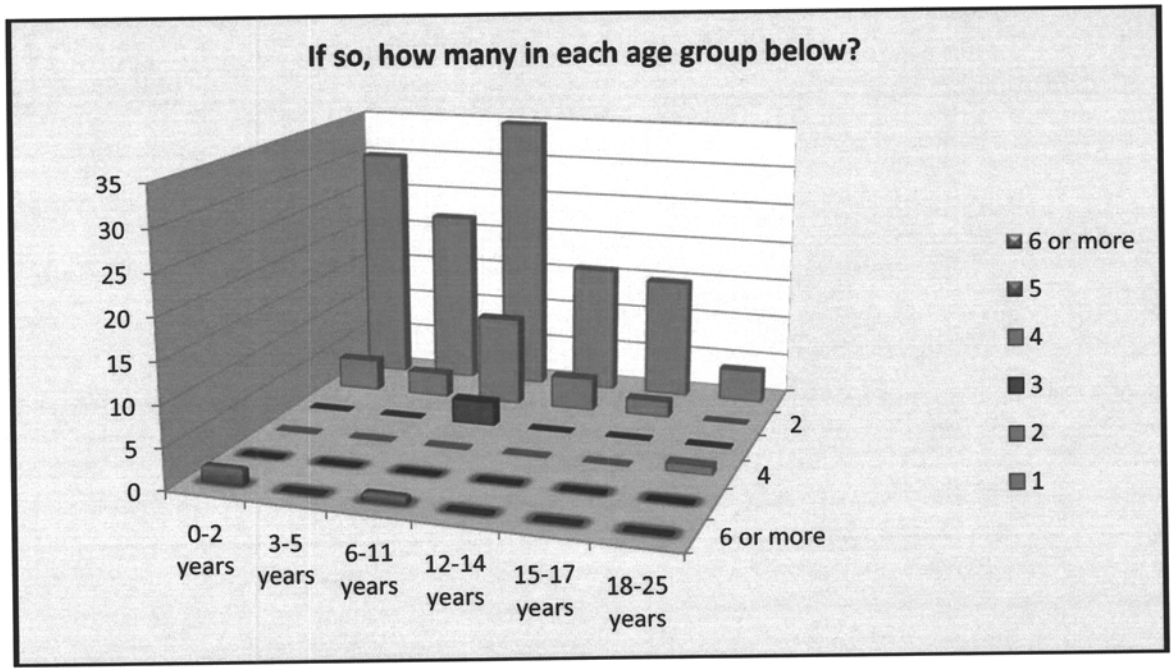
Primary Data: Survey Results

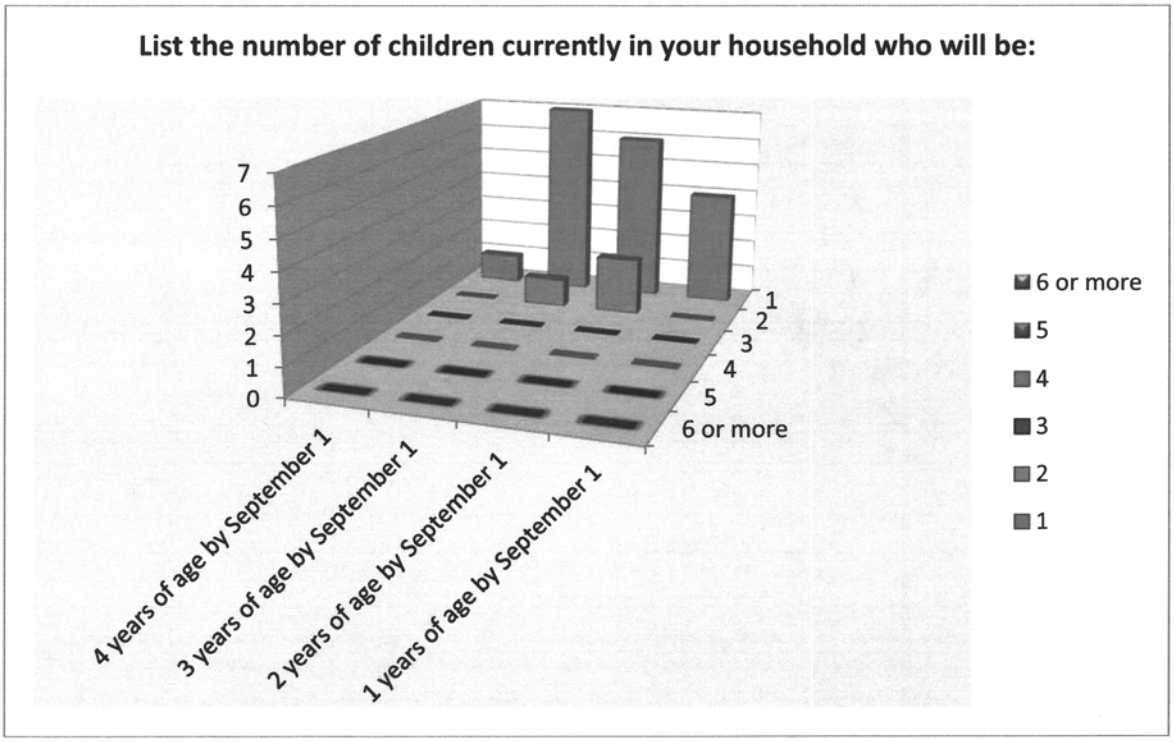
The top three unmet children's needs identified were:

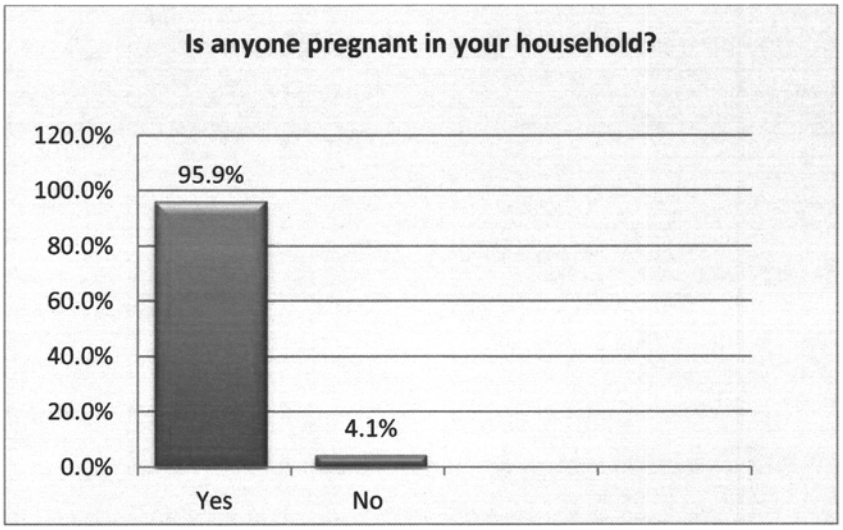
1. Money to properly provide for child's physical needs, i.e. food, clothing, shelter
2. Money to afford childcare/daycare
3. Safe, suitable forms of recreation


Choose the THREE most important unmet childen's needs in your community.
50.0%
45.0%
40.0%
35.0%
30.0%
25.0%
20.0%
15.0%
10.0%
5.0%
0.0%
11.6%
29.3%
6.7%
6.1%
17.1%
6.1%
8.5%
18.3%
1.2%
14.0%
34.2%
16.5%
16.5%
12.2%
44.5%
Live in an unsafe area to raise children
Money to afford childcare/dycare
Early child education programs (Age 0-5)
Knowledge about available childcare/daycare resources
After school programs
Knowledge about proper child ntrition in the home
Adequate childcare/daycare facilities
Safe, suitable forms of recreastion
Knowledge on childrearing methods
Summer activities for children
Money to properly provide for child's physical needs, i.e. food, clothing,...
Safe from school bullying
Money to provide for child's wants, i.e. video games, name brand clothing,...
Family support in caring for children
unknown


Are there children liing in your household?
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
59.4%
40.6%
Yes
No

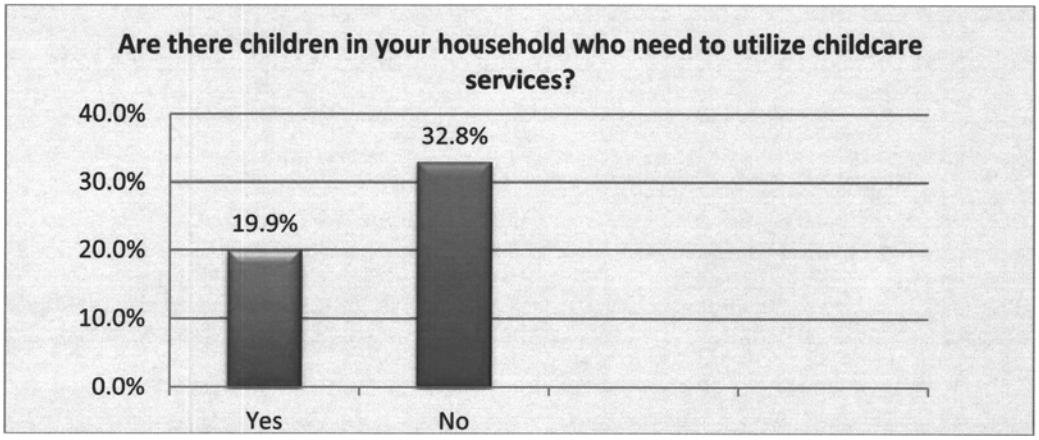

If so, how many in each age group below?
35
30
25
20
15
10
5
0
0-2 years
3-5 years
6-11 years
12-14 years
15-17 years
18-25 years
2
4
6 or more
6 or more
5
4
3
2
1

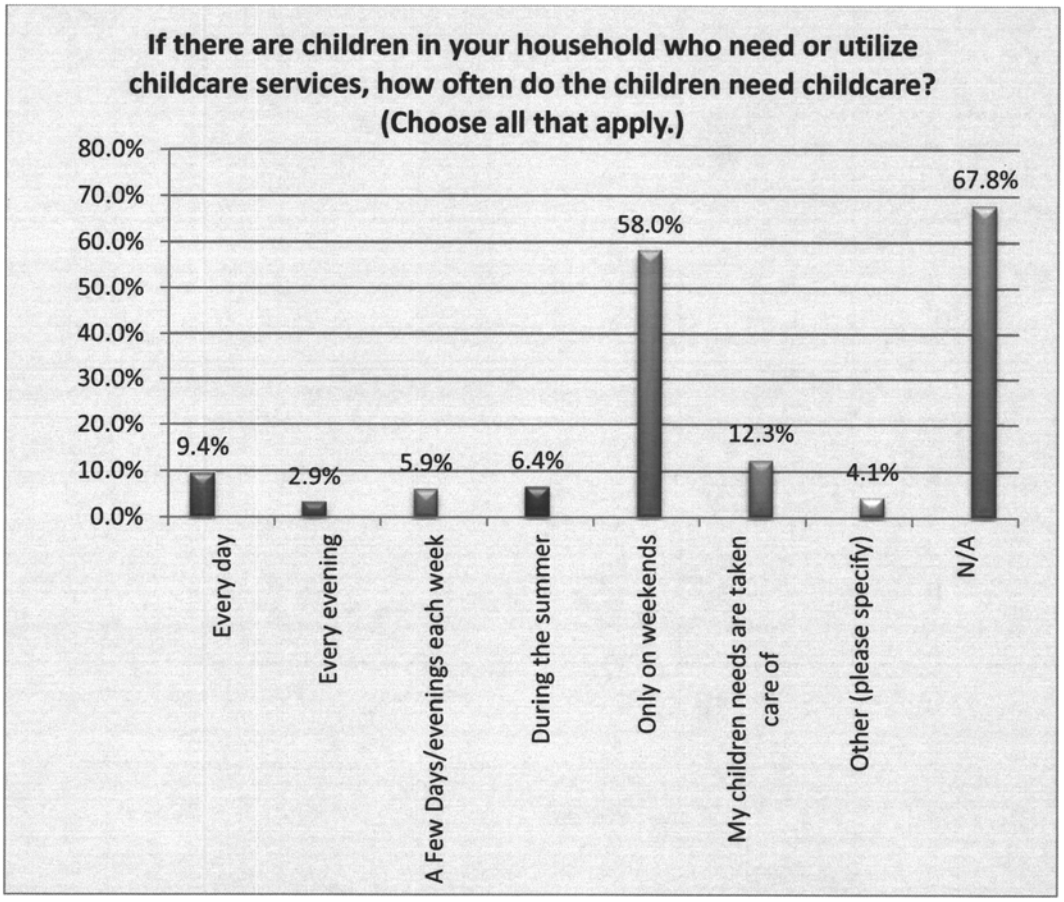




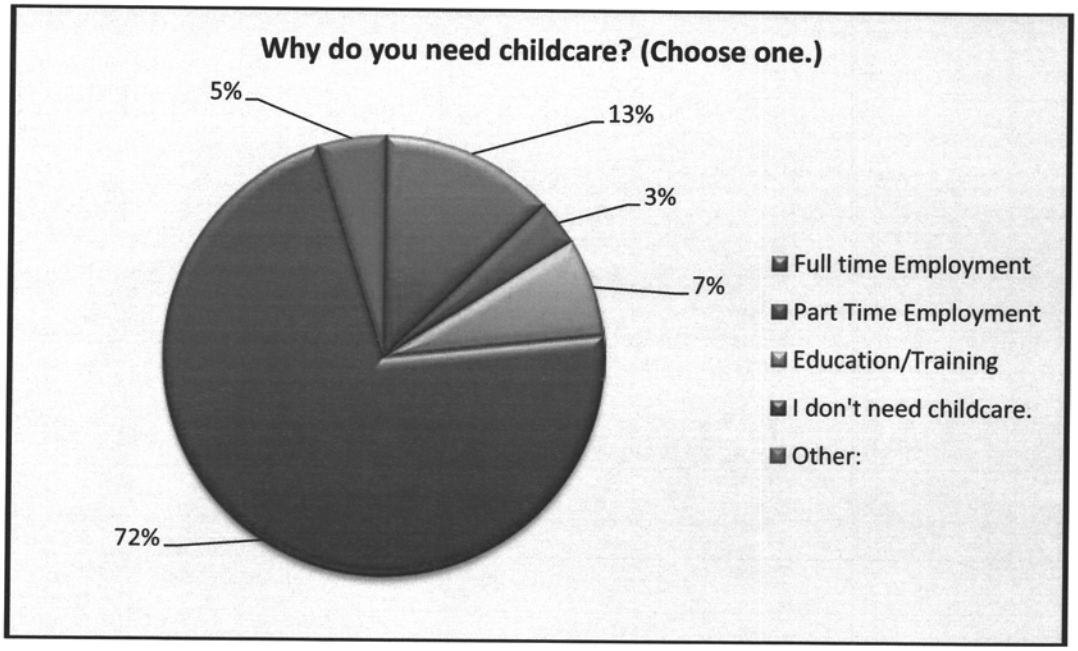
If yes, what is the due date?

- March 2014 (1)
- June 2014 (2)
- July 2014 (1)
- August 2014 (2)
- October 2011 (1)
- January 26, 2014



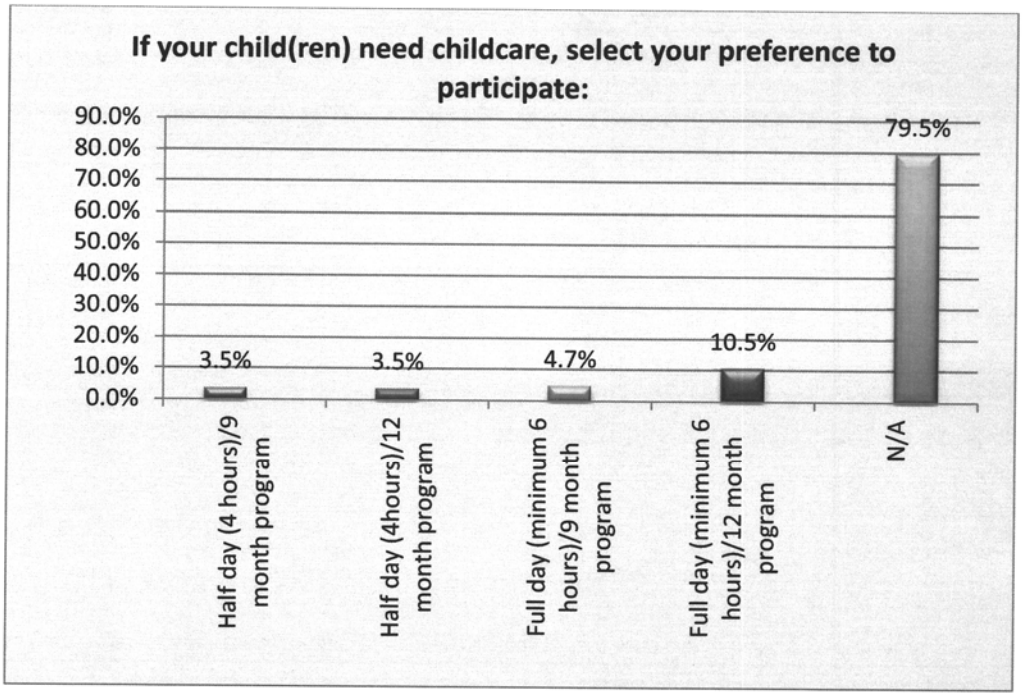


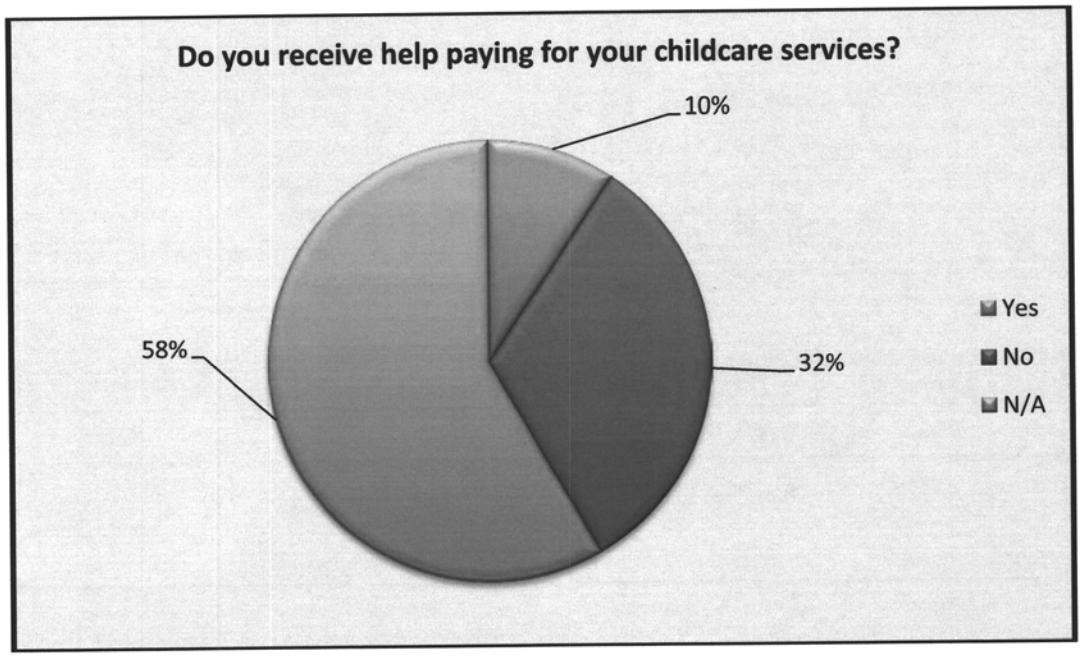
Other, please specify:
No children in household (2 responses)
After school (1responses)
Sometimes (1 responses)
Live with grandparents (1responses)
I don't need childcare – (2 responses)

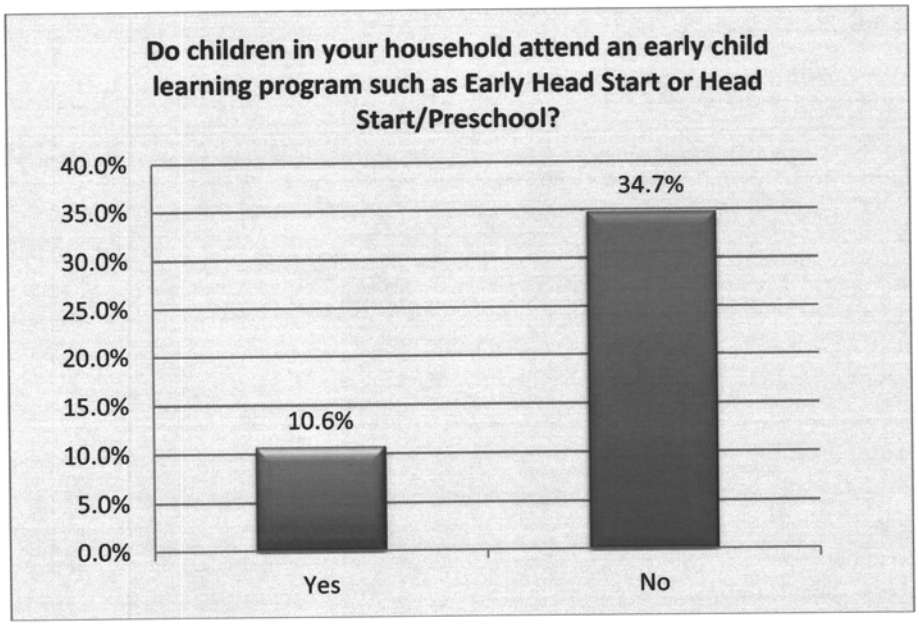


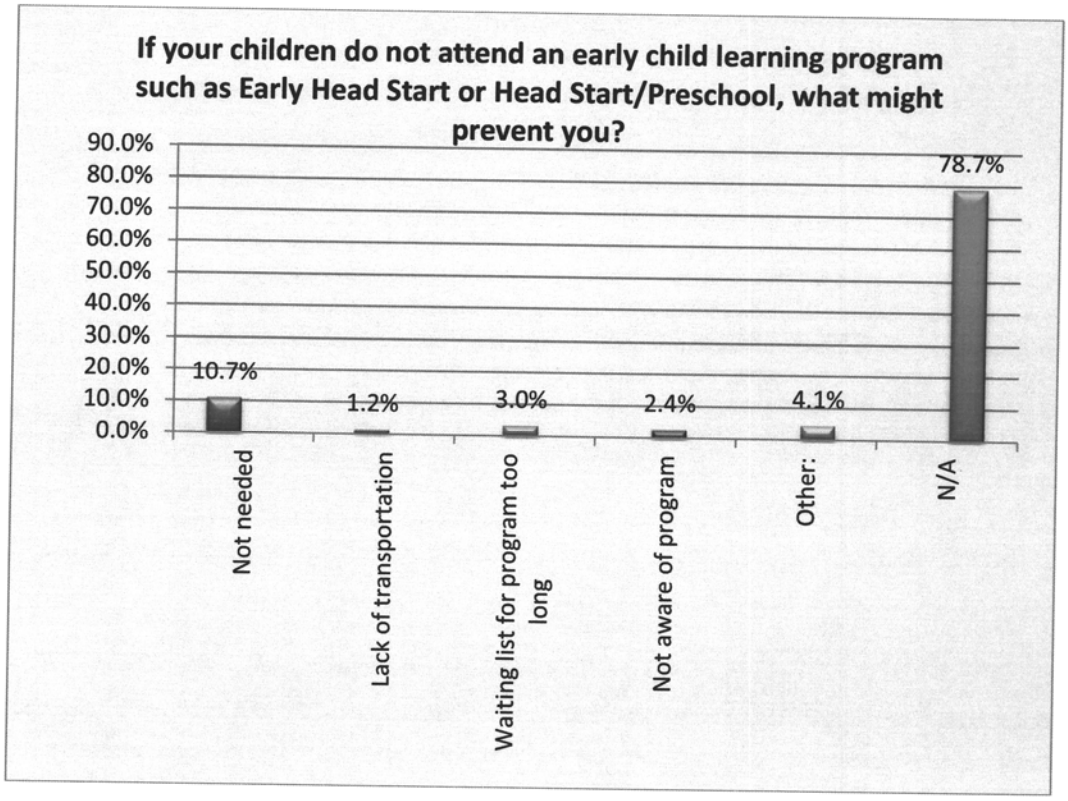
Other, please specify:

- Stay at home mom (1 responses)
- N/A – (6 responses)
- To find a job – (1 responses)
- No comment (1 responses)
- Have no children (1 responses)
- My childcare needs are taken care of. (1 responses)




Do you receive help paying for your childcare services?
10%
58%
32%
Yes
No
N/A


Do children in your household attend an early child learning program such as Early Head Start or Head Start/Preschool?
40.0%
35.0%
30.0%
25.0%
20.0%
15.0%
10.0%
5.0%
0.0%
10.6%
34.7%
Yes
No


If your children do not attend an early child learning program such as Early Head Start or Head Start/Preschool, what might prevent you?
90.0%
80.0%
70.0%
60.0%
50.0%
40.0%
30.0%
20.0%
10.0%
0.0%
10.7%
1.2%
3.0%
2.4%
4.1%
78.7%
Not needed
Lack of transportation
Waiting list for program too long
Not aware of program
Other:
N/A

ANALYZE DATA

CAPNC collaborates with and strengthens low-income individuals and families in Natrona County to help them achieve economic and social stability, to build community, to advocate for social and economic justice.

Analyze Data

Using a paired comparison technique of the primary and secondary data of each key poverty issue in Natrona County, the data analysis presented information and prioritized the issues that are in **most** need in the community.

The top issues are as follows:

Natrona County:

1. Health
2. Housing
3. Employment
4. Transportation

After the issues were identified, a **Plan of Action** may include identification of the **Greatest Challenge, Barriers** and **Goals** for the priority issues for Natrona County was developed.

NATRONA COUNTY ACTION PLAN
Issue #1: Health
Greatest Challenge: Lack of health insurance
Barriers: • Lack of health insurance • Lack of dental services • Lack of free or low-cost medical services
What's our goal? Strategies can be taken to make a positive impact on this issues. a. Enroll eligible individuals/families into private market place under the Affordable Care Act. b. Refer eligible individuals/families to Medicaid. c. Provide educational opportunities to promote awareness of the options currently available in the community and becoming available in the near future.
Issue #2: Housing
Greatest Challenge: Lack of affordable housing

Barriers:

- Lack of affordable/suitable housing
- Extremely high rent costs
- Credit Issues

What's our goal? Strategies can be taken to make a positive impact on these issues.

a. Provide education seminars to the public on money management issues including credit repair, budgeting and wants vs. needs.

b. Establish or participate in a focus group with local landlords, agencies, and government officials and clients to discuss housing concerns and opportunities to improve current housing issues.

Issue #3: Employment

Greatest Challenge: Lack of good paying job opportunities, Need to increase minimum wage

Barriers:

- Lack of employment opportunities
- Lack of basic skills and training
- Lack of reliable transportation/Lack of public transportation routes
- Child Care Assistance (although some provided by DFS)
- Physical Disability

What's our goal? Strategies can be taken to make a positive impact on these issues.

a. Promote information about available jobs and resources to current clients.

b. Initiate training for basic employment skills and educate individuals on the locations of GED and vocational training.

c. Establish or participate in a focus group with local landlords, agencies, and government officials and clients to discuss public transportation concerns and action plans.

d. Promote and referral clients with physical disabilities to specific agencies appropriate to clients' needs.

Issue #4: Transportation

Greatest Challenge: Lack of financial management skills to own/maintain a vehicle. Awareness and availability of existing transportation options.

Barriers:

- Price of gas
- Cost of owning and operating a vehicle
- Cost of vehicle repair

What's our goal? Strategies can be taken to make a positive impact on these issues.

a. Provide education seminars to the public on money management issues including credit repair, budgeting and wants vs. needs.

b. Increase awareness about available public transportation by sharing success stories and testimonials from current clients that use the transportation.

c. Establish or participate in a focus group with local agencies, government officials and clients to discuss public transportation concerns and opportunities to improve current housing issues.

OPTIONAL 1% #15 SALES TAX
FUNDING REQUEST APPLICATION

Due Date: 5:00 p.m., February 9, 2015
PLEASE PROVIDE ONE ORIGINAL

Date Monday, February 9, 2015_____

Total Amount of Optional 1% Sales Tax Funds Requested $ **442,580.00**

PROJECT DESCRIPTION

Project Name: Mobile Health Care

Name and Address of Sponsoring Organization/Agency:

The Community Health Center of Central Wyoming, 5000 Blackmore Road Casper WY 82609

Name, Mailing Address, Email and Telephone Numbers of Authorized Representative/Contact Person:

Daniel Meyers, 5000 Blackmore Road, DMeyers@chccw.org (307)-233-6003

Project Narrative (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

Please see attached

Ownership of Project (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

Please see attached

Population to be Served by Project (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

Please see attached

Funding Sources (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

Please see attached

Proposed Completion (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

Please see attached

Citizens' Survey (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Please see attached

OPTIONAL 1% SALES TAX
PROPOSED PROJECT BUDGET FORM

Project Name: Mobile Health Care _____

Proposed Project Funding

	FY15	FY16	FY17	FY18
Optional 1% Sales Tax	$0.0	$0.0	$44,580.00	$0.0
Grants:				
Private	$0.0	$150,000.00	$150,000.00	$150,000.00
Federal	$0.0	$0.0	$0.0	$0.0
State	$0.0	$0.0	$0.0	$0.0
*Donations (cash)	$0.0	$0.0	$0.0	$0.0
*Donations (in-kind)	$0.0	$0.0	$5,000.00	$5,000.00
Project Income	$0.0	$0.0	$0.0	$0.0
**Loans	$_____	$_____	$_____	$_____
TOTAL FUNDING AVAILABLE	**$0.0**	**$150,000.00**	**$627,580.00**	**$205,00.00**

* Please include donations of cash and/or in-kind materials and services.
** Please provide information on proposed source of loan and payback schedule.

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

All cost estimates were prepared by the Director of Finance

Engineering/Architectural Fees (Design/Construction Administration)	$
• Contingency	$
Land Costs	$
Construction Costs (Labor and Materials)	$
• Contingency	$
Furnishings	$
Equipment Acquisition	$442,580.00
TOTAL	$442,580.00
Estimated Annual Operating/Maintenance Costs	$995,160.00

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

CHCCW will generate revenues from medical and dental charges (Medicare, Medicaid, Private Insurance and/or sliding fees) by providing services through the Mobil Units. 100% of this income will be put back into the project to fund operational expenses. CHCCW is also working on securing additional funding through Foundation Grants to supplement these expenses. CHCCW is committed to apportion funding from its General Fund to help through the planning and implementation phases of the project.

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

PROJECT NARRATIVE: (Please provide a detailed description of the project. Include information on proposed location and status of project development such as formal plans, contracts, funding. Attach additional pages, if needed.)

The Community Health Center of Central Wyoming (CHCCW) has been a health care hub for medically underserved and vulnerable populations in Central Wyoming for fourteen years. CHCCW is the only Federally Qualified Health Center (FQHC) serving all populations in Natrona County through its provision of comprehensive health care, including; medical, dental, behavioral health, pulmonary, OB/GYN, and pharmacy services.

In 2013, CHCCW served 14,574 patients. The Casper facility served 11,106 patients through 34,182 patient visits, which included 27,518 medical visits and 6,378 oral health visits. CHCCW consistently strives to meet the health care needs of the low-income population for the city of Casper and Natrona County. While CHCCW has provided care to 14,574 patients in 2013, there is still an unmet need for care with over 37,000 unserved low-income individuals in Natrona County and surrounding areas. CHCCW has identified three major contributing factors for this unmet need, 1) doctor to patient ratio, 2) transportation barriers and 3) economic disparities.

Doctor to Patient Ratio HPSA/MUA's/MUP/s

Because there is a shortage of providers in Wyoming the City of Casper and Natrona County, many individuals struggle to obtain the health care services they desperately need. The Department of Health and Human Services (DHHS), Health Resources and Services Administration (HRSA) develops Health Professional Shortage Area (HPSA) and Medically Underserved Areas/Populations (MUAs/MUPs) criteria to identify geographic areas and populations with the greatest unmet health care needs. Natrona County has two MUAs (Natrona Service Area and North Natrona Service Area) as well as a MUP (Low income in the Central Casper Service Area).[1] The county is designated with primary care and dental HPSAs. CHCCW has identified the MUP and HPSA's a major barrier for individuals to receive quality healthcare services in Natrona county. Additionally, limited availability to adequate transportation further hinders access to quality health care services.

Transportation

With such a large state and sparse population, health care accessibility is a major barrier for Wyoming residents in general the City of Casper and Natrona County Natrona County. Distance and travel time to care present significant barriers to patients trying to access health care services. In the City of Casper and Natrona County Natrona County, individuals are car-dependent and need to travel long distances to access health care. For the low-income populations, this barrier is exacerbated, since many do not have access to transportation and are dependent on assistance from public sources.

In the City of Casper and Natrona County Natrona County, public transportation is limited to specific routes and times affecting patient access. Harsh winter conditions also significantly

[1] U.S. Department of Health and Human Services, Health Resources and Services Administration. (2014). Find Shortage Areas: MUA/P by State and County, Natrona and Fremont County, Wyoming. Retrieved from: http://muafind.hrsa.gov/index.aspx

affect accessibility to care for many patients. During wintertime, there are frequent road closures limiting access to vital health care services. The lack of accessible and convenient public transportation creates a significant barrier for access to primary health and dental care, specifically among senior citizen and the low-income populations.

Economic Disparities- (Low-Income and Un/Underinsured)

Low-income populations and un/underinsured individuals are greatly in need of affordable and accessible health care in Wyoming. CHCCW continues to see an increased need for access to medical and dental services as employer-sponsored insurance declines and the number of un/underinsured individuals increases. CHCCW expects to see a continued need for self-pay patients who are charged based on their income on the sliding fee scale due to the limited competition and high premiums on Wyoming's Federally-Facilitated Marketplace (FFM) coupled with the lack of Medicaid expansion.

County Health Rankings, funded by the Robert Wood Johnson Foundation, reviews county-level data on health outcomes (i.e., length of life and quality of life) and health factors (i.e., health behaviors, clinical care, etc.). According to County Health Rankings, Natrona County is ranked 15 (out of 23).[2] These rankings highlight the significant health disparities experienced in the City of Casper and Natrona County Natrona County. CHCCW works to reduce these barriers through their provision of high quality, comprehensive primary care to patients regardless of their ability to pay.

CHCCW intends to accommodate the medically underserved and vulnerable population of the City of Casper and Natrona County Natrona County by offering mobile medical and dental health care services, while continuing to provide care to its existing patients. With the additional new patients CHCCW proposes to serve, CHCCW would increase the penetration of the low-income and medically underserved population in the City of Casper by serving an estimated 5,286 patients within the first year of implementation and an additional 1, 186 in Natrona County in the second.

Program Description

Currently, hospitals in Wyoming provide the majority of uncompensated care. In 2011, this amounted to $199.8 million.[3] In the absence of Medicaid expansion, Wyoming hospitals write off a significant amount every year as patients are unable to pay for their care and treatment. Increasing access to primary care services through one (1) Mobile Medical Unit (MMU) and one (1) Mobile Dental Unit (MDU), will alleviate the pressure on the entire health care system including hospitals where many uninsured and low-income individuals end up for primary care.

CHCCW is seeking funding for two mobile units to provide necessary services to the most in need and underserved populations in the City of Casper and Natrona County Natrona County. Many people are deprived of consistent, medical and dental health care because of their location,

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[2] County Health Rankings & Roadmaps. (2014). Wyoming. Retrieved from: http://www.countyhealthrankings.org/app/wyoming/2014/rankings/outcomes/overall

[3] Wyoming Department of Health. (November 2012). The Optional Expansion of Medicaid in Wyoming: Costs, Offsets, and Considerations for Decision-Makers. Retrieved from: http://www.health.wyo.gov/Media.aspx?mediaId=13196

lack of transportation as well as economic and insurance status. A properly equipped and designed MMU and MDU can deliver necessary health services on a regularly scheduled basis. Services can range from basic health checkups to restorative dental care. These units will reduce barriers that can lead to significant health disparities, reduce chronic illness and contribute to the overall well-being of the community.

The fully staffed mobile units will regularly visit pre-identified sites based on location (distance to provider and lack of public transportation) and low-income populations. CHCCW will offer medical and dental health services to patients of all ages, including on site assisted living senior care, transitional housing, or patients who have difficulty scheduling appointments. Units will also provide medical and dental health services to collaborating service agencies whose target populations are aligned.

The MMU and MDU will enable CHCCW to reach people who have limited or no access or cannot afford a regular physician. The mobile units will enable CHCCW to meet the needs of individuals who may not have transportation or access to medical offices or clinics. With a fully staffed MMU and MDU, CHCCW can also deliver medical and dental health care services, provide health education and screenings on-site to the doors of local organizations such as, senior care centers. By providing health care services "on the go" to communities in Natrona County, CHCCW anticipates the MMU and MDU to offer a much needed service to our community and the medically underserved.

The proposed project funding will provide one (1) MMU to offer quality basic medical health care services and one (1) MDU to offer full service preventative and restorative dental health care services. Both units will be 33 feet in length. The MDU unit will have two operatories and reception room, and the MMU will come equipped with front and rear treatment rooms and a reception room. The layout of both units is designed to accommodate effective and efficient patient flow, intended to reduce wait times and to enhance treatment quality. A detailed list of unit amenities is provided in Supporting Documents Attachment. Proposed services for both MMU and MDU are listed below.

Proposed mobile medical services include:

- ✓ General medical care for all ages
- ✓ Health screenings
- ✓ Chronic illness detection
- ✓ Vaccinations
- ✓ Well child checks and immunizations
- ✓ Sports and annual physicals
- ✓ Family Planning
- ✓ Skilled nursing services
- ✓ Health education
- ✓ Referrals to community resources

Proposed mobile dental services include:

- ✓ Cleanings
- ✓ X-rays
- ✓ Fillings
- ✓ Dentures
- ✓ Extractions
- ✓ Oral Surgery

Project staffing:

(1) Physician's Assistant (1) Registered Nurse and (1) Medical Assistant (1) Dentist (1) Hygentist (1) Dental Assistant

The MMU and MDU will use the same financial and quality guidelines as the rest of CHCCW system. CHCCW makes every effort to bill any insurance, Medicaid and Medicare as well as offer sliding fee scale and charity care for those who qualify. It is CHCCW's goal to significantly reduce health care barriers and provide proper medical and dental health care to all regardless of ability to pay. CHCCW proposes to run daily, alternating MMU and MDU routes to senior service centers, and other identified community locations and services sites. Specifically, sites targeting, low-income populations as well as medically underserved and un/underinsured individuals.

Location

CHCCW will identify service locations based on the following criteria. CHCCW will seek community partnerships to ensure comprehensive community care is accessible and affordable. Communities with low-income, medically underserved, un/underinsured populations will be targeted for mobile unit locations, specifically, senior citizens and low-income families and individuals.

Mobile units will actively work with assisted living and skilled nursing facilities, along with any public locations, such as local Senior Centers, to provide professional mobile medical and dental services to the elderly. Identified locations include;

- ✓ Shepherd of the Valley
- ✓ Primrose Assisted Living
- ✓ Meadow Winds Assisted Living
- ✓ Park Place Assisted Living
- ✓ Garden Square Assisted Living
- ✓ Edgewood Senior Living
- ✓ Mountain Plaza Assisted Living
- ✓ Poplar Living Center
- ✓ Skyline Towers

Further, CHCCW recognizes the necessity for community support and partnerships for successful program implementation. CHCCW will seek community partnerships with agencies and organizations with aligned target populations. CHCCW has identified the following locations for proposed partners for low-income and underserved populations;

- ✓ Casper Housing Authority
- ✓ Community Action Partnership
- ✓ Wyoming Food for Thought
- ✓ Wyoming Food Bank of the Rockies
- ✓ Joshua's Storehouse
- ✓ Natrona County Library
- ✓ Wyoming Health Fairs

Because CHCCW believes health care is integral part of education and significantly reveals an increased graduation rate, CHCCW will propose to collaborate with the Natrona County School District. It is our goal to establish this vital partnership to provide quality health care and dental services to the medically underserved children in our community. CHCCW will target students enrolled in Medicaid and CHIP or those receiving Free and Reduced Meals. Initially, CHCCW will serve Title One Elementary Schools and expand to all elementary schools, Junior High schools and eventually High Schools to address basic health needs such as, vaccinations, well-child checks and sports physicals.

Status of Project Development

Currently, CHCCW is in the beginning stages of project planning and implementation. We are seeking preliminary funding as it is integral to the next phase of project implementation. Once all necessary funding is in place, CHCCW will begin to formalize plans with key stakeholders to ensure the medically underserved individuals of our community receive quality health care services regardless of their ability to pay.

The unique health care needs of the target population are a reflection of the rural nature of the City of Casper and Natrona County and the medical and dental health care access barriers that result in rural populations having significant health care disparities. These disparities are attributed to lifestyle, economics and resources, issues that CHCCW has had success in mitigating. CHCCW believes mobile medical units will effectively reduce emergency room visits, increase graduation rates, vaccinations and contribute to the overall wellbeing for the community of Casper and its surrounding areas.

OWNERSHIP OF PROJECT: (Wyoming State Statutes prohibit the City from allocating public funds to construct or acquire an asset that is not owned by a public entity. If the proposed project involves the purchase of equipment or construction of a building or facility, which public agency has agreed to own and maintain this building or equipment? If a formal agreement exists between the applicant and a public entity, please provide copies of that agreement to support the application.)

The Mobile units and equipment that is purchased for CHCCW by the Optional 1% Sales Tax fund will belong to and be maintained by the CHCCW.

POPULATION TO BE SERVED BY PROJECT: (Please identify who will be served by this project. The description should identify the target population to be served, and include an estimate of the numbers, based on a verifiable source to support the estimate.)

The project target population includes those most vulnerable within our community – socioeconomically disadvantaged families and individuals, senior citizens, the un/underinsured and the medically underserved.

CHCCW proposes to serve senior citizens ages 65 and over for proposed project. The 2010 Census and Administration on Aging reports that 12.1% of Natrona County's population is 65 years and over. It is projected that Wyoming will rank 2nd in the nation for persons aged 65 and over by 2030[4]. Additionally, this projection compiled by the U.S. Administration on Aging shows that the 65 and older population will more than double in this thirty-year period (11.7% in 2000 to 26.5% in 2030) in Wyoming.

Additionally, many families do not receive adequate medical and dental health care due to barriers such as, low-income, insurance and limited transportation. Approximately, 14.9% of the population of Wyoming is uninsured.[5] In 2012, 11.8% of the people in Natrona County under age 18 were living in poverty.[6] The percentage of individuals unable to see a doctor in 2014 due to costs was 14%, one the highest in the state.[7] According to the National Healthcare Rankings and Roadmaps for 2014, the number of preventable hospital stays in Natrona County over the past year was fifty-seven. The Department of Administration and Information Economic Analysis Division reported that 8.2% of people under 18 had no health insurance under the state average 8.8%. [8]

CHCCW seeks to greatly reduce barriers for senior citizens and low-income families and individuals who are currently unable to access or afford quality and basic medical and dental health care, by providing mobile quality health services. The goal of CHCCW is to provide quality health care services regardless of their ability to pay to enhance educational opportunities. CHCCW believes mobile medical and dental units will provide necessary services the most vulnerable populations in our community.

As identified in Supporting Documents Attachment- Table 1, Need Worksheet, 8.9% of individuals in the City of Casper and Natrona County Natrona County Natrona County are underinsured. CHCCW intends to reduce the number of medically underserved and vulnerable population of the service area by serving 5,286 new patients in the City of Casper with the MMU and MDU in the first year. CHCCW expand expanding care to the entire area of Natrona County in the second year, adding 1,186 new patients. This will require both the MMU and MDU to

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[4] Administration on Aging (AoA); DHHS; http://www.aoa.gov/prof/Statistics/historical_pop/historical_pop.asp

[5] U.S. Census Bureau. (2013). Health Insurance Coverage Status, 2011-2013 American Community Survey 3- Year Estimates: Wyoming. Table S2701. Retrieved from: http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml

[6] Department of Administration & Information Economic Analysis Division. (2012). Wyoming Profile. Retrieved from: http://eadiv.state.wy.us/wsdc/HI_data.html

[7] County Health Rankings & Roadmaps. (2014). Wyoming. Retrieved from: http://www.countyhealthrankings.org/app/wyoming/2014/measure/additional/87/data

[8] Department of Administration & Information Economic Analysis Division. (2012). Wyoming Profile. Retrieved from: http://eadiv.state.wy.us/SpecialReports/SpecialRep.html

offer 12 visits per day in the first year and 15 per day within the expansion year. With the additional new patients CHCCW proposes to serve, CHCCW would increase the penetration of the low-income population served in Natrona County by about 7%.

FUNDING SOURCES: (What other sources of funds will be used to support this project. If Optional 1% Sales Tax funding is not available, or not available in the amount requested, will the project still go forward?)

At this time, CHCCW does not have the ability to fund this project in its entirety. CHCCW will seek additional funding from other charitable sources for the estimated amount of $ 450,000 to assist with staffing for this program during the project period. CHCCW estimates to contribute $592,160 towards the total budget of the project period, including the cost of a portion of staffing as well as maintenance and replacement for the lifetime of the equipment. If Optional 1% Sales Tax funding is not available, CHCCW will continue its efforts to collaborate with other philanthropic organizations to complete this project. Additionally, CHCCW will generate revenues from medical and dental charges (Medicare, Medicaid, Private Insurance and/or sliding fees) by providing services through the Mobile Units. 100% of this income will be put back into the project to fund operational expenses. CHCCW is also working on securing additional funding through Foundation Grants to supplement these expenses. CHCCW is committed to apportion funding from its General Fund to help through the planning and implementation phases of the project.

IF OPTIONAL 1% SALES TAX FUNDING IN NOT AVAILABLE OR NOT AVAILABLE IN THE AMOUNT REQUESTED, WILL THE PROJECT STILL GO FORWARD?

If Optional 1% Sales Tax funding in not available, or not available in the amount requested, CHCCW will continue to seek necessary funding to complete the project in full however, it is probable that target completion date and benchmarks will be prolonged.

PROPOSED COMPLETION: (Is it anticipated that this project will be completed in phases? Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.)

CHCCW has broken the timeline to completion into four phases coinciding with the financial project period.

Year 1- includes solidifying community partnerships for proposed service sites.

CHCCW has identified assisted living and skilled nursing facilities, along with any public locations such as local Senior Centers to ensure seniors are receiving quality health and dental care.

- ✓ Shepherd of the Valley
- ✓ Primrose Assisted Living
- ✓ Meadow Winds Assisted Living
- ✓ Park Place Assisted Living

- ✓ Garden Square Assisted Living
- ✓ Edgewood Senior Living
- ✓ Mountain Plaza Assisted Living
- ✓ Poplar Living Center
- ✓ Skyline Towers
- ✓ Meals on Wheels
- ✓ Casper Senior Center

CHCCW will seek to collaborate with agencies and organizations serving low-income and un/underinsured target populations such as;

- ✓ City of Casper
- ✓ Casper Housing Authority
- ✓ Community Action Partnership
- ✓ Wyoming Food for Thought
- ✓ Wyoming Food Bank of the Rockies
- ✓ Joshua's Storehouse
- ✓ Natrona County Library
- ✓ Wyoming Health Fairs

Additionally, CHCCW will seek a partnership with City of Casper and Natrona County to identify and serve neighborhoods based on income levels and distance to medical and dental health care services. CHCCW hopes to identify those most in need of services aligned with government subsidized programs such as;

- ✓ Medicare
- ✓ Medicaid
- ✓ CHIP
- ✓ SNAP
- ✓ Low-Income Housing

CHCCW will work with agencies aligned with youth services. Identified youth agencies for partnership include but not limited to;

- ✓ YMCA
- ✓ Boys and Girls Club of Central Wyoming
- ✓ Child Development Center
- ✓ Head Start

Year 2- CHCCW anticipates to have all necessary additional funding secured. CHCCW will begin construction for mobile units and purchase additional equipment needed for the project. CHCCW will develop marketing and outreach materials to ensure mobile units are utilized to full capacity. Marketing materials will include 1% Funding Recognition. CHCCW will develop and

approve policies and processes to ensure all safety and quality assurances are met. CHCCW will begin project staffing and training.

Year 3- CHCCW will implement project plans while continuously seeking additional project support and partnerships. CHCCW will hold a quarterly review to identify successes and improvement opportunities for the upcoming year.

Year 4- CHCCW will become operational, serving target populations for the City of Casper and Natrona County Natrona County, and expanding services to an additional 3,954 individuals as demonstrated in Supporting Documents Attachment- Table 1. Additionally, CHCCW will work to expand services sites to include educational facilities served by Natrona County School District as well as private schools and estimated number of 1,944 elementary students served based on Free and Reduced Meals.

Will it require funding from a future Optional Sales Tax or funding from some other public source? If yes, please describe how this will be accomplished and identify the source and amount.

No

CITIZENS SURVEY: (Does this proposed project fit within the priorities identified by the citizen survey? Please explain.)

Community Health/ Senior Services- As demonstrated in the narrative above, the target population is one of the most vulnerable populations in the state, due to high rates of poverty and low-income combined with limited access to health care. The proposed medical and dental unit program will afford CHCCW to continue to meet the unmet need and growing demand for health care and dental services in the City of Casper and Natrona County, addressing the need for improved community health regardless of ability to pay.

CHCCW is committed to providing quality health care services to this community regardless of economic situation, health status, age, gender or life situation. CHCCW's mission statement outlined below reinforces this commitment.

CHCCW Mission

It is the mission of Community Health Center of Central Wyoming to provide compassionate, affordable and high-quality patient care with a comprehensive range of health care services for residents of Central Wyoming, regardless, of their income, treating all patients with dignity and respect.

It is CHCCW's goal to continue to address the unmet health needs of individuals in our community. Further, CHCCW is required to be governed by a community board with a patient majority; be located in a medically underserved area; have a non-profit, public or tax exempt status; provide comprehensive primary health care services such as case management, translation, and transportation; provide services to all in their service area, regardless of ability to pay; and offer a sliding fee schedule that adjusts charges for care according to family income.

Upon award of Optional 1% Tax Funding, CHCCW will ensure units purchased by the fund will include 1 cent sales tax recognition in graphic wrapping on both mobile as approved by City of Casper. Please see proposed text below: ***"Purchased by the 1 cent sales tax. Thank you Natrona County Citizens for supporting your Community Health Center."***

OTHER DOCUMENTATION

Non-Profit Statues

Funding History

Needs Data

Preliminary Design Documents

Previous optional sales tax funding:

The CHCCW is received Optional One Percent Sales Tax Committee to purchase new, up-to-date, equipment for direct patient care, specifically:

- 20 Exam Tables;
- 4 Hydraulic Exam Tables to accommodate procedures and the elderly and/or disabled patients (Americans With Disabilities Act compliant tables);
- 4 Blood Pressure/Oxygen Saturation Monitor/Temperature Mobile Units;
- 24 Exam Room Stools;
- 4 Autoclaves;
- 1 X-ray system (Quantum Radiographic System, Dynamic Imaging Mini-Pads System, and Fuji Computed Radiology System); and
- 1 Chemistry Analyzer.

OTHER DOCUMENTATION

Non-Profit Statues

Funding History

Needs Data

Preliminary Design Documents

STATE OF WYOMING
Office of the Secretary of State

I, EDWARD F. MURRAY, III, SECRETARY OF STATE of the STATE OF WYOMING, do hereby certify that according to the records of this office,

Community Health Center of Central Wyoming, Inc.

is a

NonProfit Corporation

formed or qualified under the laws of Wyoming did on **April 1, 1999**, comply with all applicable requirements of this office. Its period of duration is Perpetual. This entity has been assigned entity identification number **1999-000343814**.

This entity is in existence and in good standing in this office and has filed all annual reports and paid all annual license taxes to date, or is not yet required to file such annual reports; and has not filed Articles of Dissolution.

I have affixed hereto the Great Seal of the State of Wyoming and duly generated, executed, authenticated, issued, delivered and communicated this official certificate at Cheyenne, Wyoming on this 28th day of January, 2015 at 7:32 AM. This certificate is assigned 017091929.

Secretary of State

Notice: A certificate issued electronically from the Wyoming Secretary of State's web site is immediately valid and effective. The validity of a certificate may be established by viewing the Certificate Confirmation screen of the Secretary of State's website http://wyobiz.wy.gov and following the instructions displayed under Validate Certificate.

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

DEPARTMENT OF THE TREASURY

Date: MAY 23 2003

COMMUNITY HEALTH CENTER OF CENTRAL
WYOMING INC
1522 E A ST
CASPER, WY 82601-2217

Employer Identification Number:
83-0326307
DLN:
17053116712023
Contact Person:
JEFFERY L GREENE ID# 31328
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
August 1999
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

RECEIVED
MAY 30 2003

COMMUNITY HEALTH CENTER OF CENTRAL

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

1. ISSUE DATE: 6/19/2014	DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH RESOURCES AND SERVICES ADMINISTRATION **NOTICE OF DEEMING ACTION** **FEDERAL TORT CLAIMS ACT AUTHORIZATION:** Federally Supported Health Centers Assistance Act (FSHCAA), as amended, Sections 224(g)-(n) of the Public Health Service (PHS) Act, 42 U.S.C. § 233(g)-(n)
2a. FTCA DEEMING NOTICE NO.: 1-F00000697-14-01	
2b. Supersedes: [ ]	
3. COVERAGE PERIOD: **FROM:** 1/1/2015 **THROUGH:** 12/31/2015	
4. NOTICE TYPE: Renewal	
5a. ENTITY NAME AND ADDRESS: COMMUNITY HEALTH CENTER OF CENTRAL WYOMING 1522 E A ST CASPER, WY 82601-2217	
6. ENTITY TYPE: Grantee	
7. EXECUTIVE DIRECTOR: Daniel Meyer	
8a. GRANTEE ORGANIZATION: COMMUNITY HEALTH CENTER OF CENTRAL WYOMING	
8b. GRANT NUMBER: H80CS00564	

9. THIS ACTION IS BASED ON THE INFORMATION SUBMITTED TO, AND AS APPROVED BY HRSA, AS REQUIRED UNDER 42 U.S.C. § 233(h) FOR THE ABOVE TITLED ENTITY AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

a. The authorizing program legislation cited above.
b. The program regulation cited above, and,
c. HRSA's FTCA-related policies and procedures.

In the event there are conflicting or otherwise inconsistent policies applicable to the program, the above order of precedence shall prevail.

10. Remarks:

The check box [x] in the supersedes field indicates that this notice supersedes any and all active NDAs and rescinds any and all future NDAs issued prior to this notice.

***Electronically signed by Jim Macrae, Associate Administrator for Primary Health Care on:* 6/19/2014 9:48:19 AM**

FTCA DEEMING NOTICE NO.: 1-F00000697-14-01	GRANT NUMBER: H80CS00564	HRSA

COMMUNITY HEALTH CENTER OF CENTRAL WYOMING
1522 E A ST
CASPER, WY82601-2217

Dear Daniel Meyer:

The Health Resources and Services Administration (HRSA), in accordance with the Federally Supported Health Centers Assistance Act (FSHCAA), as amended, sections 224(g)-(n) of the Public Health Service (PHS) Act, 42 U.S.C. §§ 233(g)-(n), deems COMMUNITY HEALTH CENTER OF CENTRAL WYOMING to be an employee of the PHS, for the purposes of section 224, effective 1/1/2015 through 12/31/2015.

Section 224(a) of the PHS Act provides liability protection under the Federal Tort Claims Act (FTCA), 28 U.S.C. §§ 1346(b), 2672, or by alternative benefits provided by the United States where the availability of such benefits precludes a remedy under the FTCA, for damage for personal injury, including death, resulting from the performance of medical, surgical, dental, or related functions by PHS employees while acting within the scope of such employment. This protection is exclusive of any other civil action or proceeding. Coverage extends to deemed entities and their (1) officers; (2) governing board members; (3) full- and part-time employees; and (4) contractors who are licensed or certified individual health care practitioners providing full-time services (i.e., on average at least 32½ hours per week for the entity for the period of the contract), or, if providing an average of less than 32½ hours per week of such service, are licensed or certified providers in the fields of family practice, general internal medicine, general pediatrics, or obstetrics/gynecology. Volunteers are neither employees nor contractors and therefore are not eligible for FTCA coverage under FSHCAA.

This Notice of Deeming Action (NDA) is also confirmation of medical malpractice coverage for both COMMUNITY HEALTH CENTER OF CENTRAL WYOMING and its covered individuals as described above. This NDA, along with documentation confirming employment or contractor status with the deemed entity, may be used to show liability coverage for damage for personal injury, including death, resulting from the performance of medical, surgical, dental, or related functions by PHS employees while acting within the scope of such employment.

In addition, FTCA coverage is comparable to an "occurrence" policy without a monetary cap. Therefore, any coverage limits that may be mandated by other organizations are met.

This action is based on the information provided in your FTCA deeming application, as required under 42 U.S.C. § 233(h), with regard to your entity's: (1) implementation of appropriate policies and procedures to reduce the risk of malpractice and litigation; (2) review and verification of professional credentials and privileges, references, claims history, fitness, professional review organization findings, and licensure status of health professionals; (3) cooperation with the Department of Justice (DOJ) in the defense of claims and actions to prevent claims in the future; and (4) cooperation with DOJ in providing information related to previous malpractice claims history.

Deemed health centers must continue to receive funding under Section 330 of the PHS Act, 42 U.S.C. § 254b, in order to maintain coverage as a deemed PHS employee. If the deemed entity loses its Section 330 funding, such coverage will end immediately upon termination of the grant. In addition to the relevant statutory and regulatory requirements, every deemed health center is expected to follow HRSA's FTCA-related policies and procedures, which may be found online at http://www.bphc.hrsa.gov.

For further information, please contact your HRSA Project Officer as listed on your Notice of Grant Award or the Bureau of Primary Health Care (BPHC) Help Line at 1-877-974-2742 or bphchelpline@hrsa.gov.

Previous optional sales tax funding:

The CHCCW is received Optional One Percent Sales Tax Committee to purchase new, up-to-date, equipment for direct patient care, specifically:

- 20 Exam Tables;
- 4 Hydraulic Exam Tables to accommodate procedures and the elderly and/or disabled patients (Americans With Disabilities Act compliant tables);
- 4 Blood Pressure/Oxygen Saturation Monitor/Temperature Mobile Units;
- 24 Exam Room Stools;
- 4 Autoclaves;
- 1 X-ray system (Quantum Radiographic System, Dynamic Imaging Mini-Pads System, and Fuji Computed Radiology System); and
- 1 Chemistry Analyzer.

TABLE 1- Target Population

HEALTH INSURANCE COVERAGE
STATUS: S2701 2008-2012 American

Subject	City of Casper COMBINED Total	City of Casper COMBINED Number Uninsured	City of Casper Target Served	Natrona Coutny-Expansion COMBINED Total	Natrona Coutny-Expansion COMBINED Number Uninsured	Natrona Coutny-Expansion Target Served
Total civilian noninstitutionalized population						
AGE						
Under 18 years	16,243	1,267	1,267	20,353	1,628	361
18 to 64 years	43,569	7,808	7,808	53,412	9,800	1,992
65 years and older	8,545	65	8,545	10,146	65	1,601
		17,620	**17,620**		21,574	**3,954**
RATIO OF INCOME TO POVERTY LEVEL IN THE PAST 12 MONTHS						
Civilian noninstitutionalized population for whom poverty status is determined	67,691	9,096	67,691	83,146	11,437	83,146
Under 1.38 of poverty threshold	10,167	2,392	10,167	12,845	3,216	12,845
1.38 to 1.99 of poverty threshold	7,795	1,982	7,795	9,753	2,473	9,753
Population at or below 200% FPG	**4799**	**1,267**	**4799**	**9753**	**1,628**	**9753**
2.00 of poverty threshold and over	49,729	4,722	4,722	60,548	5,748	5,748
HOUSEHOLD INCOME (IN 2012 INFLATION ADJUSTED DOLLARS)						
Civilian household population	67,709	9,022	9,022	83,253	11,372	11,372
Under $25,000	8,594	1,550	1,550	10,682	2,202	2,202
$25,000 to $49,999	15,292	3,290	3,290	18,706	3,963	3,963
$50,000 to $74,999	14,186	1,966	1,966	17,695	2,598	2,598
$75,000 to $99,999	10,536	890	890	12,707	1,067	1,067
$100,000 and over	19,101	1,326	1,326	23,463	1,542	1,542
SEX						
Male	34,332	4,402	4,402	42,164	5,603	5,603
Female	34,025	4,738	4,738	41,747	5,890	5,890
RACE AND HISPANIC OR LATINO ORIGIN						
One Race	66,341	8,828	8,828	81,614	11,053	11,053
White alone	63,870	8,441	8,441	78,529	10,513	10,513
Black or African American alone	563	87	87	601	100	100
American Indian and Alaska Native alone	689	179	179	862	226	226
Asian alone	574	26	26	636	43	43
Native Hawaiian and Other Pacific Islander alc	0	-	0	10	10	10
Some other race alone	645	95	95	976	161	161

Two or more races	2,016	312	312	2,297	440	440
White alone, not Hispanic or Latino	60,712	7,711	7,711	74,707	9,678	9,678
Hispanic or Latino (of any race)	4,799	1,096	1,096	5,813	1,302	1,302
NATIVITY AND CITIZENSHIP STATUS						
Native born	66,844	8,672	8,672	82,209	10,967	10,967
Foreign born	1,513	468	468	1,702	526	526
Naturalized	663	84	84	744	84	84
Not a citizen	850	384	384	958	442	442
EDUCATIONAL ATTAINMENT						
Civilian noninstitutionalized population 25 yea	45,292	6,219	6,219	55,637	7,892	7,892
Less than high school graduate	3,264	935	935	4,382	1,183	1,183
High school graduate, GED, or alternative	12,947	2,270	2,270	16,787	2,956	2,956
Some college or associate's degree	18,514	2,440	2,440	22,357	3,104	3,104
Bachelor's degree or higher	10,567	574	574	12,111	649	649
EMPLOYMENT STATUS						
Civilian noninstitutionalized population 18 years and older	52,114	7,873	7,873	63,558	9,865	9,865
In labor force	37,976	6,396	6,396	46,640	8,032	8,032
Employed	36,086	5,664	5,664	44,168	7,070	7,070
Unemployed	1,890	732	732	2,472	962	962
Not in labor force	14,138	1,477	1,477	16,918	1,833	1,833
WORK EXPERIENCE						
Civilian noninstitutionalized population 18 years and older	52,114	7,873	7,873	63,558	9,865	9,865
Worked full-time, year round in the past 12 months	25,645	3,197	3,197	31,737	3,985	3,985
Worked less than full-time, year round in the past 12 months	14,400	3,599	3,599	17,296	4,503	4,503
Did not work	12,069	1,077	1,077	14,525	1,377	1,377

Data Sources

CDC, Behavioral Risk Factor Surveillance System

Specifications for Dodgen
33' Mobile Dual Medical Clinic
2016 Model Ford F-550 Diesel Chassis

Prepared for: Community Health Centers of Central Wyoming
Attention: Kodi Merschat

Chassis:
Ford F-550 4x2 cab chassis, model F5G
GVWR: 19,500 lbs.
GCWR: 35,000 lbs.
Wheelbase: 249"
Cab-to-Axle: 168"
Front axle: Mono-beam 7,000 lb.
Rear axle: 14,706 lb.
Axle ratio: 4.88-to-1 rear axle ratio, with limited slip
Shocks: 1 3/8" gas type shock absorbers
Brakes: Power Front/Rear ABS disc brakes
Alternator: 200-amp
Fuel capacity: Dual tanks; 40-gallon aft-of-axle and 28-gallon mid-ship
DEF fuel: 5.9 gallon diesel emissions fluid tank (Urea) for 2011 emissions system
Springs: Front coil (7,000 lb.), rear multi-leaf (14,706 lb.)
Stabilizer bar: front and rear stabilizer bar
Frame: Ladder-type frame (36,000 lb. Psi)

Engine:
6.7 liter OHV Power Stroke Diesel V8 engine (300 hp @ 2800 rpms/660 lbs-ft. of torque @ 1600 RPMS) B-20 capable
Intelligent oil-life monitor
Engine block heater 120-volt
50-State emissions

Transmission:
TorqShift 6-speed automatic with overdrive (code 44W)

Wheels and tires:
(6) 19.5" argent painted steel wheels, 10 bolt pattern (dual rear wheels)
(6) LT225/70R19.5G all season radial tires
(*Spare tire and wheel not included*)

Battery:
(2) 750 CCA/ 78 AH batteries, total 1500 CCA, 12-volt

Radio:
Premium AM-FM stereo with single CD, clock, 2 speakers, **Back-Up Camera and GPS**

Other standard features:
Remote keyless entry
Perimeter anti-theft alarm
Power windows
Driver one-touch down window control
Power door locks
Accessory delay
Power steering
Tilt/ telescoping steering column
Cruise control
In-dash factory air conditioning

High capacity heater
Multi-function switch message center with ice blue lighting; steering wheel selection switches
Solar tinted glass
Chrome front bumper
Intermittent wipers and washers
(2) Velvac mirrors; power heated glass; convex spotter mirror; and integrated clearance/turn signals
Sun visors
Driver and passenger air bags with passenger air bag shut-off switch
Belt Minder front safety belt reminder
Height adjustable safety belts
Brake/Shift interlock
Headlamps on, key in ignition, and door ajar alerts
Dual note electric horns
Auxiliary 12V dash power point
Under-hood service lamp
Front tow hooks
Daytime running lights
6" angular black molded-in-color running boards

Dimensions: 33' Wide Body (F-550)

Overall length:	33' 9" approximate
Overall height:	12' w/roof air
Overall body width:	102"
Overall mirror width:	116"
Usable floor interior length:	272"
Interior floor width:	94-3/4"
Interior height:	84-1/2"

Note: Dimensions as stated in these specifications are for base vehicle models without options that may be selected. Addition of options may change these dimensions (height, width, or length). If you have critical dimensions for storing or parking the vehicle contact our sales department for precise measurements.

Colors and materials:

Exterior chassis paint: Z1 Oxford white clear coat metallic
Exterior: Oxford white fiberglass gel coat
Interior-Cab:
- Cab: Steel Gray colored padded fabric
- Floor covering: Black rubber flooring
- Seating: Ford Factory 40/20/40 split front fabric seat

Interior-Unit:
- Wall: Kemlite pebble finish white fiberglass sheet, with 1/8" Luan backing
- Radius: White padded vinyl or Kemlite (*depending on location*)
- Ceiling: Kemlite pebble finish white fiberglass sheet, with 1/8" Luan backing
- Floor covering: Gray "*C8157 Moonstone"* colored PVC flooring (Lonseal LonCoin II Flecks)
- Furniture, Desk Chair(s): Gray colored cloth
- Furniture, Bench Seat(s): Gray colored vinyl
- Cabinetry: Gray colored plastic laminate with matte finish
- Countertops: Gray colored plastic laminate with matte finish with oak hardwood edge band
- Cabinet doors and Drawer faces: Gray vinyl wrap over MDF core

Standard shell specifications:

Exterior Body: Oxford white fiberglass gel coat
Body: Hand molded fiberglass body components, aerodynamically styled with sides sloping 6 degrees vertically to eliminate wind buffeting. 2" Overlapping joints with permanent boding adhesive. Color matching decorative molding at all overlapping joints
Walls: 2x2 and 2x4 wood framing core (1 ½" thick), with Kemlite panel interior sheathing
Insulation: Spun fiberglass batt in wall cavities
Moisture barrier: ¼" foil moisture barrier over walls
Roof: Hand molded fiberglass, with ¾" plywood and ¾" x 1 ½" rectangular tubing molded into one fiberglass part (eliminates leaks and sagging)
Floor: One-piece Fiber-Tech (¾" plywood with fiberglass overlay both sides.) The floor attaches to steel frame

Roll bars: (4) 1 7/8" tubular 11 ga. bars, fastened to floor, wall and roof.
Rear splash guards: PVC plastic mud flaps
Wheel covers: Stainless steel wheel liners with lug nut covers
Running boards: Ford Factory running boards/ steps
Windows: (3) Hehr double paned thermal windows, gray tinted, (1) 30"x30" rear egress type window, and (2) 24"Hx30"W vertical slider windows with insect screens
Window covering: 1" aluminum mini blinds, gray color
Doors: (1) 30" side entry door, with screen, (1) window, keyed lock, dead bolt and (curtain cover for entry door window)
Electric Step: (1) Exterior step for 30" door
Hatches:
(3) Fuel access hatch, locking
(1) Generator access hatch, non-locking
(1) Battery access hatch, non-locking
(1) 36" External storage access hatch under-floor, locking
(1) 58" External storage access hatch under-floor, locking
(1) Under-floor plumbing access, non-locking
(1) Water fill hatch, locking
Bumper: Rear fiberglass bumper with steel support frame
Drag rollers: (2) Rear mounted drag rollers
Trailer hitch, with removable hitch, safety chain hooks, and trailer electrical hookups (Hitch ball not included)

Electrical:
Battery: **(2) AGM 6V service free heavy-duty batteries**
Breaker panel: (1) 120V breaker panel
Shut Off Switch for clinic 12V system
Firefly 12V system with light switch panel by entry door to control all 12V lights
Converter: (1) 120V/12V 80-amp converter and battery charger, with smart charge
Switch: (1) rotary 3-position (generator/shoreline/off)
Generator: (1) 7.5 KW Onan diesel generator with battery charger, remote start and hour meter; mounted below floor for more interior room and quieter operation
Battery Isolation System: (protects chassis battery from discharge)
Chassis jump start with momentary switch on dash
Shoreline: (1) 50-amp shoreline (25'), waterproof connection, 50-to-30 amp and 30-to-15 amp adapters
Lights: (1) dual cab courtesy light
(12) LED lights, 12V
Courtesy light in the cabover
Courtesy light in the water fill compartment
DOT body lighting, LED style with 3rd brake light
Exterior entry door lighting
Outlets: (2) 120V exterior duplex outlets in weatherproof cover, each with GFI protection (one on each side of the vehicle)
(9) Interior 120V duplex outlets

Furniture and Cabinetry:
Doors and drawers have positive latches for travel. Hinges are adjustable and self-closing. Overhead cabinets have doors that hinge upwards/sideways. Overheads that have electrical components will have ventilated doors.

Over-cab:
Over-cab cabinet with electrical system in the left half and storage in the right half

Front Treatment Room:
Base cabinet with countertop and sink
Overhead storage cabinet above the sink
(1) UMF 4040 Power exam table, ADA compliant: power base lower to 19" and has power back
(1) UMF 6749 Doctors stool with 5-caster base and transport tie-down
Ricon S-2010 wheelchair lift
Dividing wall with sliding door between the front treatment room and the

Waiting/Reception Room:
Base cabinet and countertop with water tank, pump, and other plumbing components below
Cabinet: Full height cabinet with refrigerator, storage and furnace below.
Overhead cabinet: Overhead storage cabinet above the roadside countertop

Bench: Vinyl bench seat with limited storage below (on curbside)
Overhead cabinet: Overhead storage cabinet above bench seat
Dividing wall with sliding door between the waiting/reception area and the rear treatment room

Rear Treatment Room:
Base cabinet with countertop and sink
Overhead storage cabinet above the sink
(1) UMF 5240 Medical exam table, with step, drawers, stirrups
(1) UMF 6749 Doctors stool with 5-caster base and transport tie-down

Safety:
Backup alarm, 12V
Smoke detector, 9V
CO alarm, 9V
(2) Fire extinguisher(s), Kidde 3 lbs., BC type
25-Person first aid kit
Road emergency reflector kit, DOT approved
Assist handles at entry door

Climate Control:
Heating: **(1) 30,000-BTU LP furnace with fan, thermostat, and room registers**
(3) 120V, 1500 watt electric heaters with thermostats
Air conditioning: **(2) 120V 15,000-BTU RVP roof air conditioners** with wall thermostat control
Vents: (1) 12V 3-speed, thermostat controlled reversible roof-mounted exhaust fan, with insulated lid, and rain sensor

Plumbing:
LP tank: (1) LP gas cylinder, 19-gallon, ASME motor fuel, permanent mount type, LP gas level gauge
Regulator: LP gas regulator and all necessary lines
Sewer hose: (1) 20' Flexible sewer hose with storage tube
Sink: (2) Stainless steel sinks, each with gooseneck faucet
Water pump: (1) 12V On-demand water pump with poly lines
Tanks: (1) Fresh water tank assembly, (1) Gray/Black water tank assembly, Tank level sensors with monitor panel
Winter package; heated and insulated tanks
Water heater: (1) 6-gallon 120V electric water heater
Water fills: City water fill connection and gravity water tank fill, 25' FDA Approved hose
Outside shower: Shower hose w/ hot and cold control

Appliances:
Refrigerator: (1) 120V/12V 3.6 cu. ft. refrigerator

Special Features Included in this Quotation:
(1) UMF 4040 Power exam table, ADA compliant: power base lower to 19" and has power back
(1) UMF 5240 Medical exam table, with step, drawers, stirrups
(2) UMF 6749 Doctors stool with 5-caster base
HWH 4-point hydraulic leveling jacks with touch pad control
Ricon S-2010 wheelchair lift
Back up Camera and GPS in dash radio

Warranty: Ford:
Bumper-to-Bumper: 36 month/36,000 miles
Powertrain warranty: 60 month/60,000 miles
Diesel engine warranty: 60 month/100,000 miles
Corrosion Perforation: 60 month / unlimited miles
Roadside Assistance: 60 month/60,000 miles
Dodgen: 1 year limited warranty on workmanship
10 year limited warranty on fiberglass for corrosion or hail penetration
Generators, Appliances & Equipment: Manufacturer's pass through of published warranty

Miscellaneous:

Note: The simultaneous operation of all electrical components may exceed the specific generator(s). A complete analysis of the electrical load should be done *prior to* final specifications. A second generator and necessary electrical components can be added as an option if you need additional amperage capacity.

Other:

Dimensions are approximate and dependent on final specifications.
Warranties are only applicable in the U.S. as stated.
The company is not responsible for unavoidable delays in delivery.
Note: Specifications are subject to change until order is accepted.
Exterior striping, graphics, or special body paint are not included. (These are available as options.)
Customer checkout at the factory included as standard, (includes training on the operation of equipment, and review of product manuals and warranties). We recommend that all new owners come to the factory and complete this training to get them familiar with the unit and the equipment. Travel costs for your personnel are not included.

Deliveries: F.O.B. Casper, WY

Terms: A 20% down payment and signed purchase order are required for an order to be considered "firm". The vehicle is then scheduled for production and an estimated delivery date is then given, based upon chassis availability and open production spots. The balance of payment is due by cashier's check or bank wire transfer at the time that the vehicle is complete, before leaving the factory. The Manufacturer's Certificate of Origin (a.k.a. MCO) will not be released to the customer until final payment is received by Dodgen Industries.

Dodgen Industries, Inc. is committed to the continuous improvement of its products. Specifications, equipment, model availability, and prices are subject to change without notice.

Quotations are firm for 30 days only, unless locked in by a signed purchase order agreement

33' Dual Medical Clinic, (2016 Model) complete with Ford F-550 diesel chassis with (1) diesel generator and all features listed above

Total Cost with wheelchair lift $171,430

Optional:

A&E Weather Pro Power Awning, with wind sensor, acrylic fabric, and aluminum outer wrap... **$2,250**
Generator Slide-out: Slide out tray for easier serving of generator..... **$1,800**
Ford F-550 4 -Wheel Drive: 4x4 Drive.....**$3.225**

Striping or graphics..... **$8,000**

.JWE 2/5/15

Specifications for Dodgen
33' Mobile Dual Dental Clinic
2016 Model Ford F-550 Diesel Chassis

Prepared for: Community Health Centers of Central Wyoming
Attention: Kodi Merschat

Chassis:

Ford F-550 4x2 cab chassis, model F5G
GVWR: 19,500 lbs.
GCWR: 35,000 lbs.
Wheelbase: 249"
Cab-to-Axle: 168"
Front axle: Mono-beam 7,000 lb.
Rear axle: 14,706 lb.
Axle ratio: 4.88-to-1 rear axle ratio, with limited slip
Shocks: 1 3/8" gas type shock absorbers
Brakes: Power Front/Rear ABS disc brakes
Alternator: 200-amp
Fuel capacity: Dual tanks; 40-gallon aft-of-axle and 28-gallon mid-ship
DEF fuel: 5.9 gallon diesel emissions fluid tank (Urea) for 2011 emissions system
Springs: Front coil (7,000 lb.), rear multi-leaf (14,706 lb.)
Stabilizer bar: front and rear stabilizer bar
Frame: Ladder-type frame (36,000 lb. Psi)

Engine:

6.7 liter OHV Power Stroke Diesel V8 engine (300 hp @ 2800 rpms/660 lbs-ft. of torque @ 1600 RPMS) B-20 capable
Intelligent oil-life monitor
Engine block heater 120-volt
50-State emissions

Transmission:

TorqShift 6-speed automatic with overdrive (code 44W)

Wheels and tires:

(6) 19.5" argent painted steel wheels, 10 bolt pattern (dual rear wheels)
(6) LT225/70R19.5G all season radial tires
(*Spare tire and wheel not included*)

Battery:

(2) 750 CCA/ 78 AH batteries, total 1500 CCA, 12-volt

Radio:

Premium AM-FM stereo with single CD, clock, 2 speakers, **Back-Up Camera and GPS**

Other standard features:

Remote keyless entry
Perimeter anti-theft alarm
Power windows
Driver one-touch down window control
Power door locks
Accessory delay
Power steering
Tilt/ telescoping steering column
Cruise control
In-dash factory air conditioning

High capacity heater
Multi-function switch message center with ice blue lighting; steering wheel selection switches
Solar tinted glass
Chrome front bumper
Intermittent wipers and washers
(2) Velvac mirrors; power heated glass; convex spotter mirror; and integrated clearance/turn signals
Sun visors
Driver and passenger air bags with passenger air bag shut-off switch
Belt Minder front safety belt reminder
Height adjustable safety belts
Brake/Shift interlock
Headlamps on, key in ignition, and door ajar alerts
Dual note electric horns
Auxiliary 12V dash power point
Under-hood service lamp
Front tow hooks
Daytime running lights
6" angular black molded-in-color running boards

Dimensions: 33' Wide Body (F-550)

Overall length:	33' 9" approximate
Overall height:	11' 4" w/roof air
Overall body width:	102"
Overall mirror width:	116"
Usable floor interior length:	262"
Interior floor width:	94-3/4"
Interior height:	84-1/2"

Note: Dimensions as stated in these specifications are for base vehicle models without options that may be selected. Addition of options may change these dimensions (height, width, or length). If you have critical dimensions for storing or parking the vehicle contact our sales department for precise measurements.

Colors and materials:

Exterior chassis paint: Z1 Oxford white clear coat metallic
Exterior: Oxford white fiberglass gel coat
Interior-Cab:
- Cab: Steel Gray colored padded fabric
- Floor covering: Black rubber flooring
- Seating: Ford Factory 40/20/40 split front fabric seat

Interior-Unit:
- Wall: Kemlite pebble finish white fiberglass sheet, with 1/8" Luan backing
- Radius: White padded vinyl or Kemlite (*depending on location*)
- Ceiling: Kemlite pebble finish white fiberglass sheet, with 1/8" Luan backing
- Floor covering: Gray "*C8157 Moonstone"* colored PVC flooring (Lonseal LonCoin II Flecks)
- Furniture, Desk Chair(s): Gray colored cloth
- Furniture, Bench Seat(s): Gray colored vinyl
- Cabinetry: Gray colored plastic laminate with matte finish
- Countertops: Gray colored plastic laminate with matte finish with oak hardwood edge band
- Cabinet doors and Drawer faces: Gray vinyl wrap over MDF core

Standard shell specifications:

Exterior Body: Oxford white fiberglass gel coat
Body: Hand molded fiberglass body components, aerodynamically styled with sides sloping 6 degrees vertically to eliminate wind buffeting. 2" Overlapping joints with permanent boding adhesive. Color matching decorative molding at all overlapping joints
Walls: 2x2 and 2x4 wood framing core (1 ½" thick), with Kemlite panel interior sheathing
Insulation: Spun fiberglass batt in wall cavities
Moisture barrier: ¼" foil moisture barrier over walls
Roof: Hand molded fiberglass, with ¾" plywood and ¾" x 1 ½" rectangular tubing molded into one fiberglass part (eliminates leaks and sagging)

Floor: One-piece Fiber-Tech (¾" plywood with fiberglass overlay both sides.) The floor attaches to steel frame
Roll bars: (4) 1 7/8" tubular 11 ga. bars, fastened to floor, wall and roof.
Rear splash guards: PVC plastic mud flaps
Wheel covers: Stainless steel wheel liners with lug nut covers
Running boards: Ford Factory running boards/ steps
Windows: (3) Hehr double paned thermal windows, gray tinted (3) 24"Hx30"W vertical slider windows with insect screens
Window covering: 1" aluminum mini blinds, gray color
Doors: (1) 30" side entry door, with screen, (1) window, keyed lock, dead bolt and (curtain cover for entry door window)
(1) 30" rear entry door, with screen, (1) window, keyed lock, dead bolt and (curtain cover for entry door window)
Electric Step: (2) Exterior step for 30" doors
Hatches:
(3) Fuel access hatch, locking
(2) Generator access hatch, non-locking
(1) Battery access hatch, non-locking
(1) 36" External storage access hatch under-floor, locking
(1) 58" External storage access hatch under-floor, locking
(1) Under-floor plumbing access, non-locking
(1) Water fill hatch, locking
Bumper: Rear fiberglass bumper with steel support frame
Drag rollers: (2) Rear mounted drag rollers
Trailer hitch: 2" square trailer hitch receiver, with removable hitch, safety chain hooks, and trailer electrical hookups. (*Hitch ball not included*)

Electrical:
Battery: **(2) AGM 6V service free heavy-duty batteries**
Breaker panel: (1) 120V breaker panel
Shut Off Switch for clinic 12V system
Firefly 12V system with light switch panel by entry door to control all 12V lights
Converter: (1) 120V/12V 80-amp converter and battery charger, with smart charge
Switch: (2) rotary 3-position (generator/shoreline/off)
Generator: (2) 7.5 KW Onan diesel generator with battery charger, remote start and hour meter; mounted below floor for more interior room and quieter operation
Battery Isolation System: (protects chassis battery from discharge)
Chassis jump start with momentary switch on dash
Shoreline: (2) 50-amp shoreline (25'), waterproof connection, 50-to-30 amp and 30-to-15 amp adapters
Lights: (1) dual cab courtesy light
(12) LED lights, 12V
Courtesy light in the cabover
Courtesy light in the water fill compartment
DOT body lighting, LED style with 3rd brake light
Exterior entry door lighting
Outlets: (2) 120V exterior duplex outlets in weatherproof cover, each with GFI protection (one on each side of the vehicle)
(8) 120V duplex outlet
(2) 120V duplex outlet with GFI protection
(1) 240V outlet

Furniture and Cabinetry:
Doors and drawers have positive latches for travel. Hinges are adjustable and self-closing. Overhead cabinets have doors that hinge upwards/sideways. Overheads that have electrical components will be ventilated.

Over-cab:
Over-cab cabinet with electrical system and storage

Front Dental Operatory:
Roadside base corner cabinet, with counter top
Midmark Biltmore Asepsis 21 LR Operatory INCLUDES:
Patient Chair - *Seamless Standard Upholstery*, 3 – Hand piece Control w/(1) Fiber Optic System & Tubing; w/(1) 3-Way Syringe; Assistant's Instrumentation - (1) HVE, (1) SE, (1) 3-Way Syringe w/Instrument Tray; L/R Midmark Patient Light Tray; L/R Midmark Patient Light
Brewer 3125B Doctor's Stool

Brewer 3145B Assistant's Stool
Curbside base cabinet with storage drawers and heater
24"x30" Window with shade
30" Side entry door
Dividing wall with draw curtain between the front and middle dental operatory

Lab:

Roadside base cabinets with plumbing, and Midmark P21 Power Air Oil-less, compressor below
Coltene Whaledent BioSonic UC-300 Ultrasonic Cleaner
Countertop with (2) single basin stainless steel sinks and gooseneck faucet (one for hand-washing/ one for instruments), full length overhead storage cabinet above the counter
Curbside base cabinet with countertop, Midmark PM-1 Surgical Vacuum Pump dry vacuum system
Midmark M3 Ultra Fast Automatic Sterilizer
Curbside base cabinet with countertop and full length overhead cabinet above
24"x30" Window with shade
Ricon S-2010 wheelchair lift with custom built door
Dividing wall with draw curtain between lab and rear dental operatory

Rear Dental Operatory:

Roadside base corner cabinet, with counter top
Midmark Biltmore Asepsis 21 LR Operatory INCLUDES:
Patient Chair - *Seamless Standard Upholstery*, 3 – Hand piece Control w/(1) Fiber Optic System & Tubing; w/(1) 3-Way Syringe; Assistant's Instrumentation - (1) HVE, (1) SE, (1) 3-Way Syringe w/Instrument Tray; L/R Midmark Patient Light Tray; L/R Midmark Patient Light
Brewer 3125B Doctor's Stool
Brewer 3145B Assistant's Stool
Curbside base cabinet with storage drawers and heater
24"x30" Window with shade
30" Rear entry door

Safety:

Backup alarm, 12V
Smoke detector, 9V
CO alarm, 9V
25-Person first aid kit
Road emergency reflector kit; DOT approved
Assist handles at entry door

Climate Control:

Heating: **(1) 30,000-BTU LP furnace with fan, thermostat, and room registers**
(3) 120V, 1500 watt electric heaters with thermostats
Air conditioning: **(2) 120V 15,000-BTU RVP roof air conditioners** with wall thermostat control
Vents: (1) 12V 3-speed, thermostat controlled reversible roof-mounted exhaust fan, with insulated lid, and rain sensor

Plumbing:

LP tank: (1) LP gas cylinder, 19-gallon, ASME motor fuel, permanent mount type, LP gas level gauge
Regulator: LP gas regulator and all necessary lines
Sewer hose: (1) 20' Flexible sewer hose with storage tube
Sink: (2) Stainless steel sinks, each with gooseneck faucet
Water pump: (1) 12V On-demand water pump with poly lines
Tanks: (1) Fresh water tank assembly, (1) Gray/Black water tank assembly, Tank level sensors with monitor panel
Winter package; heated and insulated tanks
Water heater: (1) 6-gallon 120V electric water heater
Water fills: City water fill connection and gravity water tank fill, 25' FDA Approved hose
Outside shower: Shower hose w/ hot and cold control

Special Features Included in this Quotation:

HWH 4-point hydraulic leveling jacks with touch pad control
Ricon S-2010 wheelchair lift with custom built door
Back up Camera and GPS in dash radio

(2) Midmark Biltmore Asepsis 21 LR Operatory INCLUDES:
(2) Patient Chair - *Seamless Standard Upholstery*, 3 - Hand piece Control w/(1) Fiber Optic System & Tubing; with (1) 3-Way Syringe; Assistant's Instrumentation - (1) HVE, (1) SE, (1) 3-Way Syringe w/Instrument Tray; L/R Midmark Patient Light
(2) Brewer 3125B Doctor's Stool
(2) Brewer 3145B Assistant's Stool
Midmark PM-1 Surgical Vacuum Pump dry vacuum system
Midmark M3 Ultra Fast Automatic Sterilizer
Coltene Whaledent BioSonic UC-300 Ultrasonic Cleaner
Midmark P21 Power Air Oil-less, compressor

Warranty:
Bumper-to-Bumper: 36 month/36,000 miles
Powertrain warranty: 60 month/60,000 miles
Diesel engine warranty: 60 month/100,000 miles
Corrosion Perforation: 60 month / unlimited miles
Roadside Assistance: 60 month/60,000 miles
Dodgen: 1 year limited warranty on workmanship
10 year limited warranty on fiberglass for corrosion or hail penetration
Generators, Appliances & Equipment: Manufacturer's pass through of published warranty

Miscellaneous:
Note: The simultaneous operation of all electrical components may exceed the specific generator(s). A complete analysis of the electrical load should be done prior to final specifications.
The Dodgen vehicle comes complete with a class 3 rated hitch receiver in the standard bumper configuration. A class 3 hitch is rated for trailers up to 5,000-lbs. If you plan to tow a trailer or vehicle heavier than 5,000-lbs., it is your responsibility to add a heavier rated hitch. We do not recommend that you exceed the combined weight totals of the vehicle as outfitted with your equipment, gear **and** towed trailer or vehicle, which is the Gross Combined Weight Rating, (also known as GCWR) as rated by the manufacturer.

Other:
Dimensions are approximate and dependent on final specifications.
Warranties are only applicable in the U.S. as stated.
The company is not responsible for unavoidable delays in delivery.
Note: Specifications are subject to change until order is accepted.
Exterior striping and/or graphics not included. (These are available as options)
Customer checkout at the factory included as standard, (includes training on the operation of equipment, and review of product manuals and warranties). We recommend that all new owners come to the factory and complete this training to get them familiar with the unit and its equipment. Travel costs are not included.

Deliveries: F.O.B. Casper, WY

Terms: A 20% down payment and signed purchase order are required for an order to be considered "firm". The vehicle is then scheduled for production and an estimated delivery date is given, based upon chassis availability and open production spots. The balance of payment is due by cashier's check or bank wire transfer at the time that the vehicle is complete, before leaving the factory. Down payments are required and are non-refundable for cancelled orders. Financing must be approved before production will occur. The Manufacture's Certificate of Origin (a.k.a. MCO) will not be issued until Dodgen Industries receives full payment.

Dodgen Industries, Inc. is committed to the continuous improvement of its products. Specifications, equipment, model availability, and prices are subject to change without notice.

Price quotations are firm for 30 days only, unless locked in by purchase agreement.

33' Dual Dental Clinic, **(2016 Model)** complete with Ford F-550 diesel chassis (2) diesel generators, Hydraulic Leveling jacks, and all standard features plus all dental equipment listed.

Crossover Electrical System, for vehicles with (2) generators; this system allows you to operate essential equipment from one generator in the event that the second generator malfunctions. (This system is intended for emergency standby use only)

Total Cost..... $255,150

Optional:

Portable Airbex Nomad Pro Handheld X-Ray Unit **$7,995**
Soredex Optime Intra Oral X-Ray Scanner (laptop computer NOT included)..... **$9,995**

A&E Weather Pro Power Awning, with wind sensor, acrylic fabric, and aluminum outer wrap..... **$2,250**
Generator Slide-out: Slide out tray for easier serving of generator..... **$1,800**
Ford F-550 4 -Wheel Drive: 4x4 Drive.....**$3.225**

Striping or graphics..... **$8,000**

JWE 2/5/15

Proposed Project Funding

	FY15	FY16	FY17	FY18
OPTIONAL 1%	0.00	0.00	442,580.00	0.00
GRANTS:				
PRIVATE	0.00	150,000.00	150,000.00	150,000.00
FEDERAL	0.00	0.00	0.00	0.00
STATE	0.00	0.00	0.00	0.00
DONATIONS (CASH):	0.00	0.00	0.00	0.00
DONATIONS (IN-KIND):	0.00	0.00	5,000.00	5,000.00
PROJECT INCOME:	0.00	0.00	30,000.00	50,000.00
LOANS:	0.00	0.00	0.00	0.00
TOTAL FUNDING AVAILABLE	**0.00**	**150,000.00**	**627,580.00**	**205,000.00**

Estimated Capital Project Costs:

The cost of Mobil Units is estimated based on qoutes provided by the vendor.

Engineering/Architectural Fees: (design/Construction Administration)	
Contingency	
Land Costs	
Contingency	
Furnishsings	
Equipment Acquisition	442,580.00
TOTAL	**442,580.00**

Estimated Annual Operating/Maintenance Costs:

	FY15	FY16	FY17	FY18
WAGES & BENEFITS	0.00	0.00	305,440.80	458,161.20
RECRUITING	0.00	10,000.00	0.00	0.00
SUPPLIES	1,000.00	2,000.00	33,833.00	48,500.00
SMALL EQUIPMENT	0.00	0.00	25,000.00	2,000.00

VEHICLES MAINTENANCE AND FUEL	0.00	0.00	7,000.00	10,000.00
OTHER OPERATIONAL	0.00	0.00	10,000.00	15,000.00
INDIRECT EXPENSES				
INSURANCE	0.00	0.00	2,000.00	2,000.00
DEPRECIATION	0.00	0.00	0.00	63,225.00
TOTAL FUNDING AVAILABLE	**1,000.00**	**12,000.00**	**383,273.80**	**598,886.20**

Source of Funding for Operating Costs:

CHCCW will generate revenues from medical and dental charges (Medicare, Medicaid, Private Insurance and/or sliding fees) by providing services through the Mobil Units. 100% of this income will be put back into the project to fund operational expenses. CHCCW is also working on securing additional funding through Foundation Grants to supplement these expenses. CHCCW is committed to apportion funding from its General Fund to help through the planning and implementation phases of the project. Project Debt Disclosure: Nothing to disclose

If the project requires new construction or remodeling, then fill out this page.

Estimated Capital Project Costs (Please indicate who developed these cost estimates.)

All cost estimates were prepared by the Director of Finance

Engineering/Architectural Fees (Design/Construction Administration)	$
• Contingency	$
Land Costs	$
Construction Costs (Labor and Materials)	$
• Contingency	$
Furnishings	$
Equipment Acquisition	$442,580.00
TOTAL	$442,580.00
Estimated Annual Operating/Maintenance Costs	$995,160.00

Source of Funding for Operating Costs

- Please provide specific revenue source(s) to support this project

CHCCW will generate revenues from medical and dental charges (Medicare, Medicaid, Private Insurance and/or sliding fees) by providing services through the Mobil Units. 100% of this income will be put back into the project to fund operational expenses. CHCCW is also working on securing additional funding through Foundation Grants to supplement these expenses. CHCCW is committed to apportion funding from its General Fund to help through the planning and implementation phases of the project.

WYOMING CONSTITUTION

§6. Loan of credit; donations prohibited; works of internal improvement

Neither the state nor any county, city, township, town, school district, or any other political subdivision, shall loan or give its credit or make donations to or in aid of any individual, association or corporation, except for the necessary support of the poor, nor subscribe to or become the owner of the capital stock of any association or corporation, except that funds of public employee retirement systems and the permanent funds of the state of Wyoming may be invested in such stock under conditions the legislature prescribes. The state shall not engage in any work of internal improvement unless authorized by a two-thirds (2/3) vote of the people.

WYOMING STATE STATUTES

§15-1-111. Appropriations for advertisement of resources authorized; exception.

(a) The governing body of any city or town may make appropriations from the city or town general fund for:

(i) Advertising the resources of the city or town;
(ii) Furthering its industrial development; or
(iii) Encouraging exhibits at fairs, expositions and conventions.

(b) No appropriation may be for the express aid of any private citizen, firm or corporation.

Wyoming
Medical Center

February 6, 2015

Mr. Daniel Meyers, CEO
Community Health Center of Central Wyoming
5000 Blackmore Road
Casper, WY 82609

Dear Mr. Meyers:

In my capacity as President and Chief Executive Officer of the Wyoming Medical Center, I fully support the Community Health Centers of Central Wyoming's (CHCCW) application for Optional 1 % Sales Tax Funds.

The services provided by CHCCW are integral to community health in Natrona County and its surrounding rural areas. At the Wyoming Medical Center, we provide health care services to advance the health and wellness of our community by providing excellent healthcare services, patient safety and experience at reasonable costs. The Wyoming Medical Center and CHCCW have a vital partnership to provide quality health care to our community. A mobile medical unit and a mobile dental unit will provide a necessary service to the community. We feel a mobile medical unit and a mobile dental unit would *greatly reduce emergency room admissions*.

The Wyoming Medical Center offers complete support and commitment to the Community Health Center of Central Wyoming to receive Optional 1% Sales Tax funding to provide mobile medical services. This program will be a benefit to the community and the citizens most in need of quality health and dental care.

Sincerely,

Vickie Diamond

Vickie Diamond
President and Chief Executive Officer
Wyoming Medical Center

Vickie Diamond
President and CEO

1233 E. Second St.
Casper, WY 82601
Phone: (307) 577-2211 • Fax: (307) 577-2203

CITY OF CASPER -- OPTIONAL 1% #15
COMMUNITY PROJECTS

Total funding available from the Optional 1% #15 Sales Tax for community projects has been determined by the City Council to be $8 million, or $2 million per year. These funds will be allocated by the City Council with special attention to how they meet the priorities established by the One Cent Process Survey. Survey results are provided on page 2.

APPLICATION INSTRUCTIONS

Deliver to the City Manager's Office By: 5:00 p.m., Monday, February 9, 2015

PLEASE PROVIDE ONLY ONE COPY OF YOUR APPLICATION PACKET

- **Completed Application Forms (Pages 3 – 7)**
- **Additional Attachments**:

FUNDING AND EXPENDITURES

1. Detailed Budget: Provide a detailed budget, which lists all of the proposed expenditures, and all committed and proposed sources of funding for the project. The project budget, as submitted, must be based on realistic estimates of costs, documented in a manner that can be easily verified.
2. Operation/Maintenance Cost Estimates: Show estimated operating costs, and multi-year requirements for maintenance and operation.
3. Capital Investment Maintenance/Replacement Plan: If applicable, include plan for maintenance and/or replacement of any capital investment during its lifetime. This plan should include the estimated costs on an annual and lifetime basis, and the anticipated source of funding to support those costs.
4. Cost Estimate Substantiation: Show the basis for all cost estimates, including the names and addresses of consultants who have provided information.
5. Funding Timeline: Provide an estimation of when funds will be needed. Timeline must be realistic in terms of the length of time needed to secure additional funding. Please include any information about the amount of cost escalation that could be anticipated if the project is delayed.
6. Project Debt Disclosure: List any existing project indebtedness and the purpose of such indebtedness.

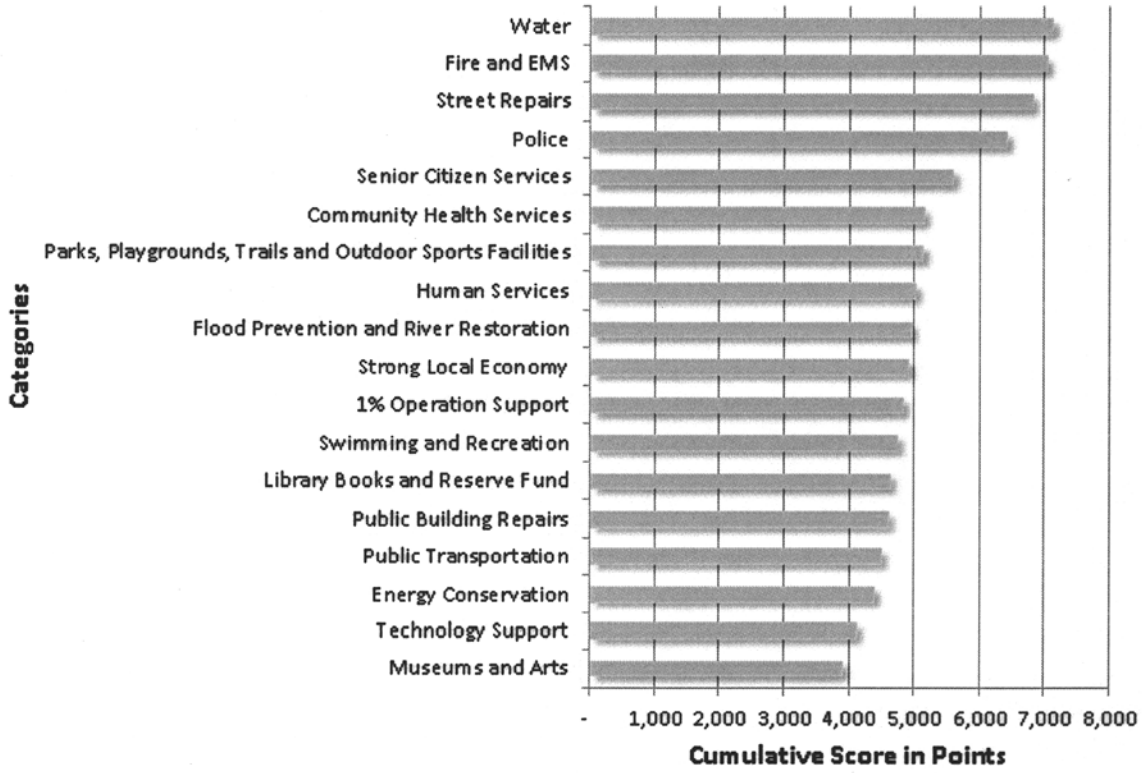
OTHER DOCUMENTATION

7. Non-Profit Status: Provide documentation of Non-profit tax exempt status (EIN number if available)
8. Funding History: Include a summary of optional sales tax your organization has received in the past, if applicable.
9. Needs Data: Include any relevant data which supports the need for the project.
10. Preliminary Design Documents: Include design documents as applicable and available.

CITY OF CASPER
PROJECT REQUIREMENTS and CRITERIA

A. Applicant Status. Applicants must comply with Article 16, Section 6 of the Wyoming Constitution, and Section 15-1-111 of the Wyoming State Statutes (copy attached).

B. Citizen Survey. The project must meet the priorities established in the One Cent Citizens' Survey.



C. Operating Cost Escalation. The project must not increase the need for additional tax monies to pay for annual operating costs.

D. Outside Funding. No Optional 1% #15 Sales Tax funding will be expended unless all outside funding is in place. Any material change in the availability of outside funding will require that the proposed project be reviewed by the City Council prior to the release or reallocation of funds. A project that does not receive Optional 1% #15 Sales Tax funding as a result of a delay in securing outside funding may be considered for funding in a future Optional Sales Tax cycle.

E. Expenditure Delays. All monies not spent within the four-year time frame of the Optional 1% #15 Sales Tax, shall be reviewed by the City Council. These funds will either be reallocated for another purpose, or an extension may be given to the project.

F. Project Cost Overruns. If the actual cost of a project exceeds the amount of the original estimates, then the project must be scaled back or additional funding provided from other non-City sources. Only the amount included in the approved allocation from the Optional 1% #15 Sales Tax will be available for the project.