

City and Borough of Sitka
General Fund Grants for Non-profit Organizations

APPLICATION CONTENT, ATTACHMENTS, & RATING SCHEDULE

**** Please submit only requested items ****

- ☒ **Detailed project description overview (one page only) – total pts 10**
 - What grant category are you applying for (you may choose only annual or special emergency grant, and only one category under annual grants)?
 - What will be done with these funds?
 - Who will do it?
 - Who will be served?
 - When will this service be provided?
 - Has the agency received CBS General Fund Grants previously? If so, how many, which years, and for what amount?
- ☒ **Expected Outcomes (one page only) – total pts 10**
 - How will the project be measured as successful?
 - What will the tangible community benefit be?
 - What are some benchmarks during the project that indicate things are going in the right direction?
- ☒ **Statement of Need (one page only) – total pts 10**
 - How does this project align with the funding category that you are applying for?
 - What documented needs (e.g., McDowell Reports, the Comprehensive Plan, Youth Risk Behavior Survey, etc.) does this project address?
 - Does the funding from this request leverage other funds for the project? How?
- ☒ **Organizational Capacity (one page only) – total pts 10**
 - Track record (this or similar project delivery and management).
 - Community support.
 - Board attendance.
 - List of Board Members and Officers.
- ☒ **Budget – total pts 10**
 - Statement of assets, revenues, and expenditures for previous year.
 - Detailed budget for current year, including funds for this project.
 - Include itemized list of grants received or pending for prior and current years.
- ☒ **Required Documentation – total pts 10**
 - Copy of non-profit documentation such as IRS 501c3 designation.
 - Current State of Alaska nonprofit organization business license.
 - CBS Liabilities Form.

Please submit your completed application, including summary sheet and required documentation by email to clerk@cityofsitka.org. Type the application using size 10-12 font. Submit only materials requested.

City and Borough of Sitka
ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET

Name of Organization: Southeast Alaska Independent Living

Alaska State Business License Number (if applicable): 182852

Name of Contact Person: Joel Hanson

Phone: [REDACTED] Email: [REDACTED]

Mailing address: [REDACTED]

Grant Category (check either annual or special emergency grant, and check type of services for annual grant):

- ☒ Annual Grant:
 - ☒ Human Services or
 - ☐ Cultural and Educational Services or
 - ☐ Community Development
- ☐ Special Emergency Grant

Dollars Requested: \$20,000

Match Dollars Committed: \$430,894

Percentage: 4.4% request, 95.6% committed

Sources of Matched Dollars: DHS: DDRC, ADRC, CIMG, OBA and IL Grants. HHHS-ACL Grant. White E, SAPCT, Donations, Fundraising, and Fees for service

Brief Description of the Purpose of the Grant: _____

SAIL requests funding to provide essential, often urgent services for seniors and/or people who experience disabilities. Additionally, SAIL will engage the community through accessibility assessments and education to increase inclusion in our community!

I, Joel Hanson, do hereby certify that all information provided for this grant application is accurate and complete to the best of my knowledge.

Name: Joel Hanson

Title: Sitka Program Director Date: 8/15/2025

1. Project Description - Grant Category: Human Services

Southeast Alaska Independent Living (SAIL)'s mission is simple: to *Inspire Personal Independence*. The SAIL Sitka Program supports seniors and people with disabilities by offering options to live as active, productive, and involved citizens. SAIL achieves this through providing services and support necessary for independent living, including emergency financial assistance, loans of durable medical equipment, peer support groups, recreation and community inclusion activities, employment services, and educational and outreach programs for the Sitka community.

SAIL does not duplicate services offered by other agencies; instead, it works with existing organizations to fill in gaps. Our collaboration with local groups such as the Alaska DVR, CFC, Brave Heart, STA, BIHA, AHFC, SEARHC, YAS, SAFV, Sitka School District, Sitka Counseling, Sitka Public Library, Southeast Senior Services, Hames Center, CBS departments, and many others is vital to our success.

What will be done with the funds and who will do it: Our work requires highly personnel-intensive SAIL services, with personnel costs representing approximately 80% of the Sitka operating budget. The team includes a Program Director, two Recreation Specialists, an Independent Living Specialist, a Jesuit Volunteer, and a part-time assistant. This proposal seeks \$15,900 for personnel, \$1,070 for facilities, \$650 for supplies, and \$2,380 for operating costs. While the \$20,000 request accounts for just 4.4% of our annual budget, support from the City & Borough of Sitka shows community buy-in, vital for attracting outside funding.

Who will be served: SAIL serves seniors and people of all ages, genders, races, and disabilities, including physical, cognitive, neurological, and mental health disabilities. In FY25, supported by various levels of government and community backing, the Sitka office provided Independent Living Services to 176 consumers. Eighty-nine individuals developed Independent Living Plans, while 53 met their goals and exited the program. The community inquired about our Assistive Technology and Equipment program 361 times, and 45 people received goods through our Last Resort Fund. 55 people with disabilities received Independent Living and Employment training to aid their transition to the workforce. Ten young adults participated in our Summer Work Program with local trail work partners. We expect to meet or surpass these numbers in FY26.

Disability Awareness and ADA presentations will continue upon request, building on last year's efforts in the community. SAIL services greatly enhance the safety, independence, and quality of life for locals. We partnered with local agencies to support individuals and promote disability awareness and acceptance.

When will service be provided: Project services and expenses will be conducted throughout FY26.

CBS General Fund Grants previously received:

FY 2005 \$5,000; FY 2006 \$5,000; FY 2007 \$4,000; FY 2008 \$8,850; FY 2009 \$7,500; FY 2010 \$5,000; FY 2011 \$7,500; FY 2012 \$5,000; FY 2013 \$10,000; FY 2014 \$10,000; FY 2015 \$8,357; FY 2016 \$4,833; FY 2017 \$8,835; FY 2018 \$7,529; FY 2019 \$6,500; FY 2020 \$7,742; FY 2021 \$6,500; FY 2022 \$8,179; FY 2024 \$8,881; FY 2025, \$4,493

2. Expected Outcomes

Measurement of Success: The success of this project will be measured by comparing objectives and outcomes against actual results. Objectives or “outputs” are quantifiable and easy to measure. Outcomes like independence and quality of life are harder to gauge, so pre- and post-service surveys and goal comparisons will be used.

Tangible Community Benefits:

Objective	Outcome
Empower one hundred and fifty Sitka residents by providing Independent Living services for individualized requests (assistance securing essential life services such as housing, employment, transportation, and benefits such as Medicaid, Alaska Public Assistance, etc.)	Sitka residents with disabilities or seniors will increase or maintain independence; increase self-esteem; and become active, productive, and involved citizens. Bettering the entire community.
Forty Sitka local high school students will receive support to help them prepare for the transition to employment and adulthood.	Young adults who experience disabilities will be able to become more independent as they leave the supportive special education program and move into adulthood.
Ten local businesses or groups will receive disability awareness/ADA training and/or education.	A greater understanding and inclusion of seniors and people with disabilities. Local businesses make themselves more accessible by learning the benefits of removing architectural and attitudinal barriers.
Help three hundred individuals acquire necessary Assistive Technology, durable medical equipment, or funding through the Loan Closet and SAIL Last Resort Fund.	Provide accessibility, safer environments, and reduce health disparities in the home, community, and workplace. Individuals to remain in their homes/community.

Evaluation/Benchmarks- SAIL keeps detailed records of all services and programs to ensure we meet the needs of our consumers and the community, and to provide accurate, timely reports. We use various methods to evaluate programs and services, confirm the project is on the right track, and make adjustments as needed, as outlined below.

- Consumers identify specific individual goals during the original point of program entry, and progress and goal attainment are monitored.
- All individualized and community services are documented in MiCIL, a database designed specifically for Independent Living Centers such as SAIL.
- Quarterly and annual fiscal & narrative reporting comparing proposed to actual results;
- Quarterly consumer satisfaction surveys are mailed to consumers, and the results are collated and disseminated by the State Independent Living Council.
- Website feedback links.
- Annual fiscal audits by certified CPA's. Regular audits and site reviews by the Alaska Department of Health and Social Services, the federal Administration on Community Living, and the Alaska Veterans Administration.

3. Statement of Need

Funding Category: This project aligns with the Human Services funding category by promoting independence, safety, and inclusion for Sitkans with disabilities and seniors. SAIL services reduce isolation, remove barriers, and help people remain active in the community. By meeting critical needs and fostering full participation, SAIL directly supports the City's priority of ensuring all Sitkans have equitable access to opportunities and support.

Documented Need: According to the US CDC, "up to 1 in 4 adults in the US have some type of disability," meaning over 2000 residents of Sitka experience a disability. Additionally, we serve everyone over 60 as the region's Aging and Disability Resource Center. The 2021 census shows 24% of Sitka's population (about 2017 seniors) are over 60.

Healthy People 2020, a joint effort of the US Department of Health and Human Services, CDC, and the Department of Education's National Institute on Disability and Rehabilitation Research, emphasizes that people with disabilities play vital roles in communities. They should have opportunities to participate in activities that foster growth, development, and community contribution. Goals include reducing barriers to assistive devices, services, and accessible technologies, and increasing participation in home, school, work, and community activities. Without these, disparities persist, which the Sitka SAIL Program aims to address.

Judy Heumann, former Assistant Secretary at the US Department of Education, states: "It's society that handicaps us by building inaccessible schools, theaters, buses, and homes, which keeps us in our place." Sitka is one of the fastest aging communities in the state, and older adults often need adaptive services to live independently and safely in their homes and community. SAIL develops programs that help the City of Sitka be a more accessible society, enabling seniors and people with disability to live and age in place. This proposal addresses the need for assistive technology, accessibility modifications, social participation, and education about disability.

Funding Leverage: This proposal will help SAIL gain more program support. Many grant applications require community backing. Funding from the City & Borough of Sitka shows our community's commitment and highlights the importance of our programs in Sitka.

The city's support helps us secure additional funding. SAIL excels at collaborating and leveraging resources from various sources for clients. Last year, SAIL helped seniors and disabled individuals by tapping into resources from groups like the Alaska Department of Vocational Rehabilitation, Alaska Mental Health Trust Authority, Medicaid resources, and others.

4. Organizational Capacity (track record, community support, Board attendance)

Track Record – SAIL has a long record of excellent grant management and service since 1992. The State Independent Living Council conducts anonymous quarterly consumer satisfaction surveys across the state, showing strong support for the SAIL Sitka office. The agency and staff have received local, state, and national recognition. The Alaska Legislature honored SAIL with a proclamation for helping people with disabilities pursue self-determination, equal opportunities, and self-respect. Over 32 years, SAIL has successfully managed dozens of grants annually, demonstrating consistent success.

Community Support – One of the agency's strengths is collaborating through community coalitions. Currently, SAIL partners with agencies in Sitka, including the Alaska Division of Vocational Rehabilitation, Center for Community, Sitka Tribe of Alaska, Southeast Alaska Regional Health Consortium, Sitka School District, Southeast Senior Services, Brave Heart Volunteers, Sitka Pioneer Home, Hames PE Center, Youth Advocates of Sitka, Sitka Trail Works, Alaska State Parks, Sustainable SE Partnerships, Veterans Administration, and others. SAIL also receives funding from local individual and business donors.

Here's an example from real life of the services SAIL offers in Sitka: Ethan, a recent graduate of Sitka High, has participated in SAIL's Employment Program since 2020. Through online Pre-Employment Transitions classes during COVID-19 to SAIL's Summer Work Program, and a paid Work Experience at a local grocery store, he developed essential skills in stocking, inventory management, and equipment use. With SAIL's support, Ethan successfully transitioned to competitive employment after graduation and is now an active member of Sitka's workforce.

Board of Directors – SAIL is pleased to have an active, engaged Board of Directors with higher than 80% attendance. As a member of the Foraker Group, SAIL has adopted their recommendation of 100% board giving, and a tracking system endorsed by them and the Rasmuson Foundation. One hundred percent of the Board of Directors make significant annual financial contributions to SAIL. In the past year, we recruited and placed Crystal Duncan on the SAIL board, and she has been an engaged and active member of our SAIL community for much of 2025.

SAIL Board Officers: Board Chair, Mary Gregg- Ketchikan, Vice Chair, Jim Wright- Juneau, Secretary, Suzanne Williams- Saxman, Treasurer, Joan Sizemore- Haines

Members: Harriet Silva- Angoon, Crystal Duncan- Sitka, and Janette Gagnon- Juneau

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENTS OF FINANCIAL POSITION

June 30, 2024 and 2023

	2024	2023
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 205,532	\$ 301,019
Accounts and grants receivable	901,536	667,429
Prepays and deposits	64,840	49,837
Total Current Assets	1,171,908	1,018,285
PROPERTY AND EQUIPMENT, net	1,434,618	1,405,223
LONG-TERM INVESTMENT	591,672	535,656
BENEFICIAL INTEREST	495,163	435,708
Total Assets	\$ 3,693,361	\$ 3,394,872
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 154,833	\$ 298,827
Accrued payroll expenses	209,818	172,412
Refundable advances	29,074	20,735
Current portion, obligation under operating lease	75,606	60,137
Total Current Liabilities	469,331	552,111
LONG-TERM LIABILITIES		
Obligation under operating lease, net of current portion	271,229	314,849
Total Liabilities	740,560	866,960
NET ASSETS		
Without Donor Restrictions		
Undesignated	775,446	495,996
Invested in property and equipment, net of related obligation under operating lease	1,087,783	1,030,237
Placed in beneficial interest	495,163	435,708
Board-designated endowment	591,672	535,656
Total Net Assets Without Donor Restrictions	2,950,064	2,497,597
With Donor Restrictions	2,737	30,315
Total Net Assets	2,952,801	2,527,912
Total Liabilities and Net Assets	\$ 3,693,361	\$ 3,394,872

The accompanying notes to financial statements are an integral part of these statements.

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.
Sitka City Grant Proposal - July 1, 2025 to June 30, 2026
Detailed Sitka Program Budget FY26

EXPENDITURES		This	Other	TOTAL
	FTE	Request	Funds	Budget FY 2026
A. 100 Personnel Services				
Sitka staff	3.10	\$12,500	\$236,182	\$248,682
Jesuit Volunteer	1.00		\$23,340	\$23,340
Fringe Benefits/Payroll taxes		\$3,400	\$84,272	\$87,672
TOTAL Personnel Services		\$15,900	\$343,794	\$359,694
B 200 Travel				
Staff travel		\$0	\$0	
Auto gas		\$0	\$1,100	\$1,100
TOTAL Travel		\$0	\$1,100	\$1,100
C. 300 Facility				
Office rental		\$750	\$10,500	\$11,250
Postage		\$20	\$495	\$515
Telephone		\$300	\$4,900	\$5,200
TOTAL Facility		\$1,070	\$15,895	\$16,965
D. 400 Supplies				
Office supplies		\$150	\$1,050	\$1,200
Program supplies		\$500	\$7,225	\$7,725
TOTAL Supplies		\$650	\$8,275	\$8,925
E. 500 Equipment				
Vehicle		\$0	\$1,200	\$1,200
TOTAL Equipment		\$0	\$1,200	\$1,200
F. 600 Other Operating Expense				
Accounting		\$0	\$0	\$0
Agency liability insurance		\$0	\$0	\$0
Advertising		\$0	\$0	\$0
Dues, fees, and licenses		\$0	\$0	\$0
Consumer Service Fund		\$0	\$0	\$0
Education & Training		\$0	\$0	\$0
Scholarships		\$0	\$0	\$0
Tech Support		\$0	\$0	\$0
Audit		\$0	\$0	\$0
Fundraising expense		\$0	\$2,500	\$2,500
Indirect Cost Rate		\$2,380	\$58,130	\$60,510
TOTAL Other Expense		\$2,380	\$60,630	\$63,010
TOTAL PROJECT COSTS		\$20,000	\$430,894	\$450,894
REVENUE				
		Project Request	Other Funds	TOTAL Project Budget
<i>Local, State, Federal grants</i>				
Sitka City grant		\$20,000		\$20,000
DHSS DDRC, ADRC, CIMG AND IL			\$196,477	\$196,477
HHS-ACL			\$65,000	\$65,000
PATHWAYS			\$25,000	\$25,000
DHSS OBA grant			\$25,000	\$25,000
<i>Fundraising and Support</i>				
White Elephant			\$2,000	\$2,000
Sitka Charitable Trust			\$6,417	\$6,417
Donations			\$7,000	\$7,000
Fundraising			\$4,000	\$4,000
Fees for service			\$100,000	\$100,000
TOTAL PROJECT REVENUE		\$20,000	\$430,894	\$450,894

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.
List of FY25 Program Funding Sources

REVENUE	Project Request	Other Funds	TOTAL Project Budget
<i>Local, State, Federal grants</i>			
Sitka City grant	\$4,493		\$4,493
DHSS STAR, ADRC, CIMG AND IL		\$199,267	\$199,267
HHS-ACL		\$69,388	\$69,388
DHSS OBA grant		\$25,000	\$25,000
PATHWAYS		\$15,119	\$15,119
<i>Fundraising and Support</i>			
White Elephant		\$2,000	\$2,000
Sitka Charitable Trust		\$6,500	\$6,500
Donations		\$7,000	\$7,000
Fundraising		\$4,000	\$4,000
Fees for service		\$110,000	\$110,000
TOTAL PROJECT REVENUE	\$4,493	\$438,274	\$442,767

* Fee for service includes contract work from the State of Alaska Vocational Rehabilitation and the Alaska Veterans Administration .



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077594588

Mar. 28, 2016 LTR 4168C 0

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BODC: TE

SOUTHEAST ALASKA INDEPENDENT LIVING
INC
SAIL

JUNEAU AK 99801-7863

054989

Employer ID Number: [REDACTED]
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Feb. 29, 2016, regarding your tax-exempt status.

We issued you a determination letter in February 1993, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

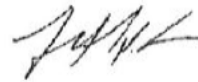
For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

4077594588
Mar. 28, 2016 LTR 4168C 0
[REDACTED] 000000 00
00029549

SOUTHEAST ALASKA INDEPENDENT LIVING
INC
SAIL
[REDACTED]
JUNEAU AK 99801-7863

Sincerely yours,



Jeffrey I. Cooper
Director, EO Rulings & Agreement

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

SAIL

██████████ JUNEAU, AK 99801

owned by

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

is licensed by the department to conduct business for the period

December 19, 2023 to December 31, 2025
for the following line(s) of business:

62 - Health Care and Social Assistance



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner

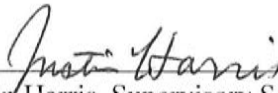
for Fiscal Year 2026

CBS Liabilities Form

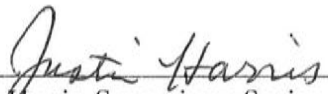
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: Southeast Alaska Independent Living

- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853

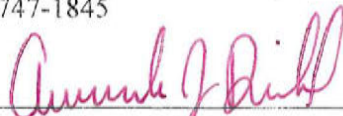
- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

 8/15/25
Tori Fleming, Procurement Specialist
747-1845

- Loan/Promissory Note

 8/15/25
Amanda Diehl, Controller
747-1801

- Utilities


Chelsey Dumag, Utility/Harbor Billing Clerk
747-1843

CBS Department signatures must be complete to verify your organization is current on all CBS liabilities.