

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

Name of Organization: Sitka Counseling and Prevention Services, Inc.

Alaska State Business License Number (if applicable): 298434

Name of Contact Person: Amy Zanuzoski

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: \$10,987.00

Match Dollars Committed: \$10,794.00 Percentage: 100%

Sources of Matched Dollars: Medicaid billing dollars to pay for the fence and floor mats

Brief Description of the Purpose of the Grant: _____

Funds will be used to revamp our playground for our child and family services program, which is
gravely in need of an overhaul, for the safety of our clients.

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

Name: Amy Zanuzoski

Title: Executive Director Date: 8/15/2024

City and Borough of Sitka: General Funds Grants for Nonprofit Organizations

Applicant: Sitka Counseling – Child and Family Services Programs

Detailed Project Description Overview

Sitka Counseling is applying for the Annual CBS Grant in the Human Services Category. The funds from this grant will be used to revamp the agency's play yard, which is used in our child and family services programs and urgently needs an overhaul. Specifically, Sitka Counseling asks CBS to fund the costs of the new play structure and related elements, including shipping, freight, and installation. Match funds will replace the existing perimeter fence with a more structurally sound privacy fence and the fall-cushioning rubber mats/mulch as a new substrate.

The Family Center program serves children ages 5 to 13 (elementary and middle school) and their families as the only provider in Sitka with specialized, child-serving and play therapy-trained clinicians, group services for children, individual auxiliary skill-building sessions, on-school support, in-home and on-site family therapy, and case management; essentially Family Center offers wrap-around outpatient services for children who meet criteria for Severe Emotional Disturbance (SED) enrollment, as well as clients in General Mental Health services and their families. We average 40-50 clients in the program receiving some level of in-person services (and unfortunately have a waitlist that averages 15 more families hoping for early intervention).

Nature & Nurture Therapeutic Preschool is a new program that was added in May 2024, slowly building up its capacity with children ages 2-6 who meet the criteria for intensive outpatient services. This program accepts referrals for children who otherwise struggle in mainstream childcare and preschool environments and who need intensive behavioral and emotional support; a directing clinician oversees services and has a very experiential focus that includes outdoor education and ecotherapy-inspired components that keep clients exploring and playing outside for a good portion of their time together.

The agency's current play yard consists of a 5-year-old small play structure of insufficient quality that now poses safety risks as it degrades, needs frequent repairs, and only accommodates a few children at a time. It has not stood up well to the weather and the rough play style of many of our clients, who can be quite aggressive and sometimes destructive as they work on adaptive skills in their services. Additionally, with the addition of the preschool program, the structure does not offer a variety of heights and developmentally appropriate physical activities and structures for tiny children.

The requested Gorilla Playsets equipment has much more durable wood planking and hardware, thicker plastics for slides and swings with higher sides to prevent falls, and a much greater play area that includes differentiated features to serve better both very young and older elementary/middle school children. Outdoor activities at the agency, especially related to the play yard and playground structure, assist clients in expending energy, develop gross motor skills, boosting their sense of self-efficacy, and serve as an environment for groups of children to practice their prosocial skills, strengthen emotional regulation, and provide sensorimotor feedback and exploration as they play together. The quality and design of this Gorilla playset will better stand up to the degree of wear and tear that our young clients and Sitka's weather subject it to.

Sitka Counseling received previous CBS grants in Fiscal Year 2005(\$23,449.00), 2006(\$15,000.00), 2007(\$15,000.00), 2008(\$5,000.00), 2009(\$20,000.00), 2010(\$7,000.00), 2011(\$5,000.00), 2012(\$3,000.00) then in 2015(\$7,000.00), 2016 (\$7,581.00), 2017 (\$4,692.00), 2018 (\$4,638.00), 2019 (\$4,714.00), 2020 (\$5,167), 2021 (\$5,845) and 2022 (did not apply) 2024 (\$7,381.00).

Expected Outcomes

The amount of use will easily measure the project's success during services that it receives, the number of clients who will be able to utilize the structure at one time, increased safety and decreased repair needs, and versatility of use – with components to allow more space to spread out, retreat to corners and areas when children need space, and differentiation to accommodate preschool-aged/sized clients safely (slides of different heights, enclosed tube slide, variable climbing routes for a variety of gross motor skills, etc.) On a qualitative evaluation note, we expect to hear positive feedback and excitement from the children and families at the anticipated improvements.

The tangible community benefit includes dramatically improving the facilities for child and family mental health services in Sitka, particularly in areas of gross motor development, proprioceptive skills, and outdoor play opportunities. As both programs grow in capacity, the larger play structure will better accommodate the agency's ability to support more children simultaneously for services across a wider range of ages and physical abilities while ensuring safety.

Benchmarks would simply include noting clients' increased use and interest in playing in the yard, and having more outlets to self-regulate with sensorimotor activities.

Statement of Need

This project aligns with the Human Services funding category as it directly improves resources and facilities used in direct services to support children's mental health in our community.

Documented needs from client treatment plans, Alaska Screening Tool, and CSR quarterly progress surveys include the need for increased physical activity and exercise for many of our clients and increased stimulation, learning, and peer interactions outside the school day. Incorporation of the more extensive outdoor play area, especially into group services, will support therapeutic activities and interpersonal skill development. As we know, the post-COVID world we are living in has put stress on youth mental health, and we continue to see the need with our referrals and the current high needs of our clients.

Organizational Capacity

Sitka Counseling and Prevention Services has provided grant-funded substance abuse services since two Sitka agencies, the Sitka Council on Alcoholism and Drug Abuse (SCAODA) and the Sitka Teen Resource Center, merged in the early 1990s, and became Sitka Prevention and Treatment Services (SPTS). SPTS merged with Islands Mental Health under the guidance of the State of Alaska at a time when agencies were encouraged to provide integrated services. SPTS was the more financially secure and administratively stable agency then and took the lead in the merger. The resulting agency, Sitka Counseling and Prevention Services, Inc. (Sitka Counseling), evolved into an integrated behavioral health agency, becoming the Community Behavioral Health Clinic in

Sitka. Sitka Counseling & Prevention Services, Inc. is a non-profit 501 (c) (3) corporation since January 1, 2004, whose primary purpose is to prevent and reduce the harmful effects of mental health/substance misuse in the lives of youth, adults, and families.

Sitka Counseling's administration is structured to handle the projects we applied for and work with agencies in our community. Before 2005, the agency received grants from the Department of Behavioral Health and the State of Alaska.

Throughout the evolution to the present-day Sitka Counseling, the agency has received DBH state certification as both a Substance Abuse and Mental Health Services Provider. The agency has successfully passed all DBH site visits over the years and incorporated recommendations into the development of improved service delivery. For over 30 years, Sitka Counseling, in its many forms, has provided affordable grant-funded behavioral health services to clients who would not be able to receive these services otherwise. We have been CARF certified since 2016, receiving recertification in 3-year cycles. Sitka Counseling has established management and lines of authority for the Outpatient programs. We comply with the background check requirements as established in AS 47.05.300-390 for employees and contractors.

Community Support:

As mentioned above, Sitka Counseling (in one form or another) has been around for over 40 years. Sitka Counseling has been coordinating services with local partners in our community for many years. Our community has Healthy, Organizations, People, and Environments, H.O.P.E coalition for substance use prevention activities. We meet with Youth Advocates of Sitka, SEARHC, and Raven's Way monthly to address the Behavioral Health needs in our community or gaps in services as our community action planning meeting. We work with Center for Community (CFC) with shared clients who qualify for rehabilitation services. We also work with CFC for the Early Learning Program and with the Department of Transportation grants for vehicles and bus passes for trust beneficiaries (SUD & MH). We have partnered with Sitka's Against Family Violence (SAFV) for 15+ years with prevention efforts against Inter-partner Violence and primary prevention. We also provide Trauma-Informed Counseling to referrals from the shelter in Sitka and the Pathways to a Safer Sitka, which incorporates prevention techniques for families, youth, and Domestic Violence survivors. We work with SEARHC Clinic II, OTP, and SEARHC Hospital to better serve current clients with medical service needs. SEARHC refers to our outpatient & residential programs for Substance treatment and Mental Health support, and we work with their health promotion departments for Substance education and prevention. Our agency strongly ties with the AA and Al-Anon community in Sitka. We continue building opportunities working with Raven's Way, Youth Advocates of Sitka, Sitka Police Department, Sitka School District, Division of Vocational Rehab, Office of Public Advocacy, Arctic Payee Services, Salvation Army, Pioneer Home, SAIL, Center for Community, and River's Edge Properties (REP). We share training in Sitka with the Sitka Tribe of Alaska, SEARHC, and Youth Advocates.

Board Attendance/ Board Members and Officers

Sitka Counseling's board members include Stan Filler-President, Ken Davis-Vice President, Hillary Nutting-Secretary/Treasurer, Julie Platson, Robert 'Chip' Korngiebel Jr. and Patti McPike. Our board has longevity, with some members standing for over twenty years. They attend monthly policy and direction meetings and special purpose committees.

Budget

(see attached budget for this project)



City and Borough of Sitka Annual Grants from General Fund
Application packet

Attachment - Detailed Budget for the Project FY2025

	CBS	MATCH	PROJECT
Cost Category	AWARD		TOTAL
Supplies			
Gorilla Playsets: Everest Elite	\$6,469		\$6,469
Gorilla: covered "Play-Z-Boy" Sandbox	\$499		\$499
Gorilla: Children's Picnic Table	\$249		\$249
Play Sand	\$150		\$150
Shipping to AML in Seattle	\$420		\$420
Estimated Freight to Sitka (AML)	\$2,150		\$2,150
Estimated assembly and installation (30hrs x \$35/hour)	\$1,050		\$1,050
6ft privacy fence around play yard – supplies and labor		\$6,000	\$6,000
American Floor Mats: Rubber mulch – playground substrate (4x50 bag pallets) plus freight		\$4,794	\$4,794
TOTAL DIRECT COSTS	\$10,987	\$10,794	\$21,781

Itemized list of grants:

Department of Behavioral Health CBHTR – Outpatient Treatment \$1,013,143.71
 Department of Behavioral Health CBHTR – Residential Substance \$322,757.60
 Department of Behavioral Health Mental Health Essential Equipment \$24,905.00
 Department of Behavioral Health Mental Health Deferred Maintenance \$50,000.00
 CDC, Drug Free Communities Support Program \$125,000.00
 Department of Health and Social Services, Comprehensive Behavioral Health Prevention and Early Intervention Services Grant \$150,000.00
 Thread Community Innovation grant (7/1/23-6/30/25) \$615,950.00

SITKA COUNSELING - FY24

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L Classes

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4100 Grant Revenue	1,650,675.08	2,013,987.81	-363,312.73	81.96 %
4101 Mini-Grants Revenue	100.00	100.00	0.00	100.00 %
4200 Client Fees	1,742,570.62	1,973,588.00	-231,017.38	88.29 %
4250 Other Fees	38,400.00		38,400.00	
4270 Food	7,343.78	20,000.00	-12,656.22	36.72 %
4400 Unrestricted Income				
4410 Interest Income	1,331.70	700.00	631.70	190.24 %
4415 Endowment Income	22.91	20.00	2.91	114.55 %
4420 Donations - Local	45,391.11	7,000.00	38,391.11	648.44 %
4422 Donations - Board Member	180.00	200.00	-20.00	90.00 %
4428 Donations - Christmas Bazaar	8,786.60	9,000.00	-213.40	97.63 %
4445 Miscellaneous Income	24,110.00	5,000.00	19,110.00	482.20 %
4450 Recovery Of Bad Debt	18.00	1,200.00	-1,182.00	1.50 %
4460 Facility Rental	111,885.48	113,400.00	-1,514.52	98.66 %
Total 4400 Unrestricted Income	191,725.80	136,520.00	55,205.80	140.44 %
4491 Flume Circle Reimbursements	2,804.85	25,000.00	-22,195.15	11.22 %
4492 Rep Mgmt Fee	1,242.00	4,968.00	-3,726.00	25.00 %
Services	0.00		0.00	
Total Revenue	\$3,634,862.13	\$4,174,163.81	\$ -539,301.68	87.08 %
Cost of Goods Sold				
4600 Adjustments				
4601 Sliding Fee W/O	1,016.59	7,000.00	-5,983.41	14.52 %
4607 Medicaid W/O	56,376.95	50,000.00	6,376.95	112.75 %
4609 Client Fees/Write Offs	55,151.50	100,000.00	-44,848.50	55.15 %
4612 Miscellaneous Adjustments	321.28	2,000.00	-1,678.72	16.06 %
Total 4600 Adjustments	112,866.32	159,000.00	-46,133.68	70.99 %
Total Cost of Goods Sold	\$112,866.32	\$159,000.00	\$ -46,133.68	70.99 %
GROSS PROFIT	\$3,521,995.81	\$4,015,163.81	\$ -493,168.00	87.72 %
Expenditures				
5100 Personal Services				
5101 Wages	2,165,805.36	2,736,720.00	-570,914.64	79.14 %
5175 Payroll Taxes	179,501.23	207,853.72	-28,352.49	86.36 %
5176 Retirement	70,696.75	72,702.86	-2,006.11	97.24 %
5177 Health Insurance	219,370.48	145,350.72	74,019.76	150.92 %
Total 5100 Personal Services	2,635,373.82	3,162,627.30	-527,253.48	83.33 %
5200 Travel				
5210 Local Mileage		46.00	-46.00	
5215 Travel - Training	41,128.35	50,172.94	-9,044.59	81.97 %
5220 Travel - Business		6,004.00	-6,004.00	
5230 Training/Tuition	26,751.05	16,358.00	10,393.05	163.53 %
Total 5200 Travel	67,879.40	72,580.94	-4,701.54	93.52 %

SITKA COUNSELING - FY24

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L Classes

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5300 Facility				
5310 Rent		48,152.00	-48,152.00	
5313 Interest - USDA	-33.78		-33.78	
5320 Telephone	33,654.61	29,800.00	3,854.61	112.93 %
5325 Utilities	91,351.98	66,900.00	24,451.98	136.55 %
5330 Maintenance & Repairs	27,484.00	86,943.00	-59,459.00	31.61 %
Total 5300 Facility	152,456.81	231,795.00	-79,338.19	65.77 %
5400 Supplies				
5410 Office Supplies	6,033.07	15,400.00	-9,366.93	39.18 %
5415 Program Supplies	94,948.81	68,321.00	26,627.81	138.97 %
5425 Household Supplies	10,726.11	16,700.00	-5,973.89	64.23 %
5430 Food Supplies	35,293.31	63,700.00	-28,406.69	55.41 %
5440 Postage	2,332.66	2,940.00	-607.34	79.34 %
Total 5400 Supplies	149,333.96	167,061.00	-17,727.04	89.39 %
5500 Equipment				
5510 Equipment Purchases/Rental	45,139.59	60,813.00	-15,673.41	74.23 %
5515 Equipment Maintenance	57,169.15	23,946.00	33,223.15	238.74 %
Total 5500 Equipment	102,308.74	84,759.00	17,549.74	120.71 %
5600 Other				
5610 Audit	18,000.00	18,995.00	-995.00	94.76 %
5613 UA Testing	703.21	1,500.00	-796.79	46.88 %
5616 Professional Fees/Licenses	1,279.98	6,000.00	-4,720.02	21.33 %
5619 Dues/Subscriptions	19,946.64	12,900.00	7,046.64	154.63 %
5633 Advertising/Printing	32,026.47	15,043.28	16,983.19	212.90 %
5635 Insurance	34,366.00	66,650.46	-32,284.46	51.56 %
5647 Background Checks	1,695.47	5,500.00	-3,804.53	30.83 %
5650 Pre Employment Screening	1,688.25	6,500.00	-4,811.75	25.97 %
5654 Impementation Funds		45,170.00	-45,170.00	
5656 Recruitment Costs	105,578.65	8,000.00	97,578.65	1,319.73 %
5670 Contracted Services	191,227.95	39,000.00	152,227.95	490.33 %
5675 Cont Services - Nurse	23,332.95	17,500.00	5,832.95	133.33 %
5680 Cont Services - Med Director	47,290.67	38,945.47	8,345.20	121.43 %
Total 5600 Other	477,136.24	281,704.21	195,432.03	169.37 %
5700 Indirect Cost	13,636.36	13,636.36	0.00	100.00 %
5800 Miscellaneous				
5810 Bank Charges	3,854.25	1,000.00	2,854.25	385.43 %
5840 Reimbursable Expenses	-16,839.90		-16,839.90	
5860 Christmas Bazaar	1,246.71		1,246.71	
5880 Miscellaneous Expense	4,602.31		4,602.31	
Total 5800 Miscellaneous	-7,136.63	1,000.00	-8,136.63	-713.66 %
Reimbursements	64.90		64.90	
Total Expenditures	\$3,591,053.60	\$4,015,163.81	\$ -424,110.21	89.44 %

SITKA COUNSELING - FY24

Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L Classes

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING REVENUE	\$ -69,057.79	\$0.00	\$ -69,057.79	0.00%
Other Expenditures				
Reconciliation Discrepancies-1	893.78		893.78	
Total Other Expenditures	\$893.78	\$0.00	\$893.78	0.00%
NET OTHER REVENUE	\$ -893.78	\$0.00	\$ -893.78	0.00%
NET REVENUE	\$ -69,951.57	\$0.00	\$ -69,951.57	0.00%

SITKA COUNSELING

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L Classes

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4100 Grant Revenue	280,882.56	1,907,796.31	-1,626,913.75	14.72 %
4101 Mini-Grants Revenue		100.00	-100.00	
4200 Client Fees	130,684.95	2,087,489.60	-1,956,804.65	6.26 %
4270 Food	1,524.67	15,000.00	-13,475.33	10.16 %
4400 Unrestricted Income				
4410 Interest Income		1,000.00	-1,000.00	
4415 Endowment Income		20.00	-20.00	
4420 Donations - Local	626.00	7,000.00	-6,374.00	8.94 %
4422 Donations - Board Member		200.00	-200.00	
4428 Donations - Christmas Bazaar		9,000.00	-9,000.00	
4445 Miscellaneous Income	1,920.00	5,000.00	-3,080.00	38.40 %
4450 Recovery Of Bad Debt		100.00	-100.00	
4460 Facility Rental	18,400.00	135,000.00	-116,600.00	13.63 %
Total 4400 Unrestricted Income	20,946.00	157,320.00	-136,374.00	13.31 %
4491 Flume Circle Reimbursements		20,500.00	-20,500.00	
4492 Rep Mgmt Fee		4,968.00	-4,968.00	
Total Revenue	\$434,038.18	\$4,193,173.91	\$ -3,759,135.73	10.35 %
Cost of Goods Sold				
4600 Adjustments				
4601 Sliding Fee W/O	85.33	2,000.00	-1,914.67	4.27 %
4607 Medicaid W/O	2,051.07	50,000.00	-47,948.93	4.10 %
4609 Client Fees/Write Offs	640.64	25,000.00	-24,359.36	2.56 %
4612 Miscellaneous Adjustments	2,400.96	2,000.00	400.96	120.05 %
Total 4600 Adjustments	5,178.00	79,000.00	-73,822.00	6.55 %
Total Cost of Goods Sold	\$5,178.00	\$79,000.00	\$ -73,822.00	6.55 %
GROSS PROFIT	\$428,860.18	\$4,114,173.91	\$ -3,685,313.73	10.42 %
Expenditures				
5100 Personal Services				
5101 Wages	249,794.70	2,706,120.46	-2,456,325.76	9.23 %
5175 Payroll Taxes	20,057.63	183,003.07	-162,945.44	10.96 %
5176 Retirement	8,159.38	76,579.66	-68,420.28	10.65 %
5177 Health Insurance	34,650.44	184,408.24	-149,757.80	18.79 %
Total 5100 Personal Services	312,662.15	3,150,111.43	-2,837,449.28	9.93 %
5200 Travel				
5210 Local Mileage		46.00	-46.00	
5215 Travel - Training	1,822.45	25,859.42	-24,036.97	7.05 %
5220 Travel - Business		6,004.00	-6,004.00	
5230 Training/Tuition	5,041.03	11,660.00	-6,618.97	43.23 %
Total 5200 Travel	6,863.48	43,569.42	-36,705.94	15.75 %
5300 Facility				
5310 Rent	100.00	48,152.00	-48,052.00	0.21 %

SITKA COUNSELING

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L Classes

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5312 Facility Depreciation		68,580.27	-68,580.27	
5313 Interest - USDA		5,241.00	-5,241.00	
5315 Interest-Sitka Recovery Campu		52,749.00	-52,749.00	
5320 Telephone	2,996.35	30,800.00	-27,803.65	9.73 %
5325 Utilities	12,953.80	68,900.00	-55,946.20	18.80 %
5330 Maintenance & Repairs	4,949.25	25,400.00	-20,450.75	19.49 %
Total 5300 Facility	20,999.40	299,822.27	-278,822.87	7.00 %
5400 Supplies				
5410 Office Supplies	420.56	15,400.00	-14,979.44	2.73 %
5415 Program Supplies	5,158.16	44,700.00	-39,541.84	11.54 %
5425 Household Supplies	1,305.78	17,700.00	-16,394.22	7.38 %
5430 Food Supplies	2,720.02	62,500.00	-59,779.98	4.35 %
5440 Postage	141.92	2,940.00	-2,798.08	4.83 %
Total 5400 Supplies	9,746.44	143,240.00	-133,493.56	6.80 %
5500 Equipment				
5510 Equipment Purchases/Rental	7,619.87	76,408.00	-68,788.13	9.97 %
5515 Equipment Maintenance	353.15	53,500.00	-53,146.85	0.66 %
Total 5500 Equipment	7,973.02	129,908.00	-121,934.98	6.14 %
5600 Other				
5610 Audit	950.00	19,245.00	-18,295.00	4.94 %
5613 UA Testing	425.00	1,500.00	-1,075.00	28.33 %
5616 Professional Fees/Licenses	300.00	4,700.00	-4,400.00	6.38 %
5618 CARF Accreditation Fees		10,000.00	-10,000.00	
5619 Dues/Subscriptions	3,570.50	13,775.00	-10,204.50	25.92 %
5633 Advertising/Printing	8,728.19	14,872.67	-6,144.48	58.69 %
5635 Insurance		80,404.61	-80,404.61	
5647 Background Checks	392.99	4,700.00	-4,307.01	8.36 %
5650 Pre Employment Screening	286.00	5,600.00	-5,314.00	5.11 %
5656 Recruitment Costs	17,719.80	34,000.00	-16,280.20	52.12 %
5670 Contracted Services	14,040.00	73,757.65	-59,717.65	19.04 %
5675 Cont Services - Nurse	400.00	17,566.60	-17,166.60	2.28 %
5680 Cont Services - Med Director	7,392.27	40,801.26	-33,408.99	18.12 %
Total 5600 Other	54,204.75	320,922.79	-266,718.04	16.89 %
5700 Indirect Cost		20,100.00	-20,100.00	
5800 Miscellaneous				
5810 Bank Charges		4,000.00	-4,000.00	
5840 Reimbursable Expenses	2,804.31		2,804.31	
5860 Christmas Bazaar		2,500.00	-2,500.00	
Total 5800 Miscellaneous	2,804.31	6,500.00	-3,695.69	43.14 %
Reimbursements	973.02		973.02	
Total Expenditures	\$416,226.57	\$4,114,173.91	\$ -3,697,947.34	10.12 %
NET OPERATING REVENUE	\$12,633.61	\$0.00	\$12,633.61	0.00%

SITKA COUNSELING

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L Classes

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET REVENUE	\$12,633.61	\$0.00	\$12,633.61	0.00%

SITKA COUNSELING - FY24

Statement of Financial Position

As of June 30, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1115 1st Bank Operating	41,151.41
4111 Gathering of Cultures B & B	8,463.11
4115 Sitka PRIDE	8,162.25
4117 Indigenous Peoples Day	5,273.65
4118 HOPE Coalition	100.00
Total 1115 1st Bank Operating	63,150.42
1120 1st Bank SC Operating Reserve	31,488.34
1122 Thread Grant Funds	496,230.02
Total 1120 1st Bank SC Operating Reserve	527,718.36
1121 1st Bank - Sitka Health Summit	20,773.73
1131 FNBA Checking/CD	25,019.95
1137 1st Bank - USDA Loan SJC Rsrv	68,520.25
1145 First Bank - USDA Loan IRR Rsrv	28,059.20
1150 Endowment Fund/Charles Schwab	5,104.74
1160 Petty Cash	200.00
Total Bank Accounts	\$738,546.65
Accounts Receivable	
1200 Accounts Receivable	87,239.81
Total Accounts Receivable	\$87,239.81

SITKA COUNSELING - FY24

Statement of Financial Position

As of June 30, 2024

	TOTAL
Other Current Assets	
12000 Undeposited Funds	0.00
1201 Payment unposted	-805.77
1225 Client Fee Receivables	590,928.22
1226 Payments unapplied	-114.55
1227 Allowance For Doubtful Accts	-261,756.76
1228 Interim A/R payments	24,716.69
1229 Lytec Client Fee Receivables	65,337.79
1230 Grants Receivable	-590,439.95
1231 Allowance Doubtful Acct Lytec	-65,337.79
1240 Other Receivable	-450.00
1241 Exparte Receivables	4,226.06
1245 Employee Advances	16,252.96
1250 Prepaid Expenses	-29,982.74
Payroll Corrections	0.00
Repayment	
401K Loan repayment	0.37
Bonus withheld as already paid in cash to employee	-6,100.00
Total Repayment	-6,099.63
Total Other Current Assets	\$ -253,525.47
Total Current Assets	\$572,260.99
Fixed Assets	
1310 Building Indian River Road	752,346.97
1315 Property & Equipment	103,371.98
1330 Land - Sitka Recovery Campus	408,868.10
1331 Land Improvements	10,300.00
1335 Building-Sitka Recovery Campus	1,694,206.97
1340 Parking Lot-Sitka Recov Campus	32,683.00
1360 Accumulated Depreciation	-1,322,528.58
Total Fixed Assets	\$1,679,248.44
TOTAL ASSETS	\$2,251,509.43

SITKA COUNSELING - FY24

Statement of Financial Position

As of June 30, 2024

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 Accounts Payable	13,752.78
Total Accounts Payable	\$13,752.78
Other Current Liabilities	
2120 Payroll Liabilities	244.57
2121 941 Payable	461.44
2130 ESC Payable	-60.72
2141 Health Insurance Payable	-122,410.72
401k Catch up contribution	0.00
401k Co. Match	0.09
401k Emp.	0.00
AK Unemployment Tax	6,338.43
Child Support - Alaska	25.00
Child Support - Washington	0.00
Colonial Life Accident	22.10
Colonial Life Cancer	0.00
Colonial Life Critical Illness Post Tax	0.00
Colonial Life Disability Post Tax	42.80
Colonial Life Hospital Confinem	0.00
Colonial Life Term Life Post Tax	0.00
Colonial Life Whole Life Post Tax	0.00
Federal Taxes (941/943/944)	19,540.71
Health Insurance (company paid)	120,650.71
Health Insurance (pre-tax)	56,167.74
Health Saving HSA	0.00
Miscellaneous Deduction	10,933.25
Miscellaneous Deduction {2}	4,497.84
Roth 401k Emp.	0.00
Total 2120 Payroll Liabilities	96,453.24
2220 Security Deposits	10,695.00
Alaska, Sitka Borough Payable	0.00
Direct Deposit Payable	0.00
Out Of Scope Agency Payable	0.00
Total Other Current Liabilities	\$107,148.24
Total Current Liabilities	\$120,901.02

SITKA COUNSELING - FY24

Statement of Financial Position

As of June 30, 2024

	TOTAL
Long-Term Liabilities	
2337 Note Payable - Rural Developmen	0.00
2339 Note Payable Sitka Recovery Cam	964,194.89
Total Long-Term Liabilities	\$964,194.89
Total Liabilities	\$1,085,095.91
Equity	
30000 Opening Balance Equity	0.00
3100 Unrestricted Net Assets	1,231,365.09
3110 Endowment Fund Balance	5,000.00
Net Revenue	-69,951.57
Total Equity	\$1,166,413.52
TOTAL LIABILITIES AND EQUITY	\$2,251,509.43



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

Date: September 20, 2022
Employer ID number:
[REDACTED]
Form 990 required:
990, Yes
Person to contact:
Name: Jeffery Miller
ID number: 1001731108

SITKA COUNSELING & PREVENTION
[REDACTED]

Dear Sir or Madam:

We're responding to your request dated July 05, 2022, about your tax-exempt status.

We issued you a determination letter in April 2004, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show 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, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

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

Thank you for your cooperation.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

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

SITKA COUNSELING AND PREVENTION SERVICES, INC

owned by

SITKA COUNSELING AND PREVENTION SERVICES, INC.

is licensed by the department to conduct business for the period

October 6, 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

General Fund Grants for Non-Profit Organizations for Fiscal Year 2025

CBS Liabilities Form

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

Organization Name: SITKA Counseling

- Property Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Melody Andalez
Melody Andalez, Procurement Specialist
747-18

- Loan/Promissory Note

Brooke Volschenk
Brooke Volschenk, Controller
747-1801

- Utilities

Chelsey Dumag
Chelsey Dumag, Utility/Harbor Billing Clerk
747-1843

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