

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):

Name of Contact Person: Amy Zanuzoski

Phone: 907-747-3636 Email: amyz@scpsak.org

Mailing address: 113 Metlakatla St. Sitka, AK 99835

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: \$18,500

Match Dollars Committed: \$5,800 Percentage: 31.4%

Sources of Matched Dollars: Medicaid payments

Brief Description of the Purpose of the Grant: This grant will help to build skills through training staff, including two youth interns, in suicide prevention and health education utilizing peer-adult support partnership model, and other professional development opportunities for youth to be involved in H.O.P.E. Coalition.

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: 8/18/2023

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 Administrative Coordinator, Holley Dennison, at holley.dennison@cityofsitka.org. Type the application using size 10-12 font. Submit only materials requested.

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

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 build skills in our prevention team. This will be accomplished through a combination of training our staff, including our two youth interns, in suicide prevention and health education curriculum, which can be implemented in our local high schools utilizing a peer-adult partnership model. Also providing additional professional development opportunities for youth who become involved in the H.O.P.E. Coalition through our school-based programming with the intention of involving youth more heavily in prevention efforts in our community.

With this funding, we can further enhance the existing prevention and health education initiatives we have established with the schools, including Sitka High School, Pacific High School, and Mt. Edgecumbe High School. This is done by training our staff and our youth interns in a strength-based, upstream suicide prevention program with shown effectiveness in both preventative and intervention outcomes called Sources of Strength.

The funding would pay for trainers to visit Sitka to train a group of adults and youth peer mentors in implementation of Sources of Strength, which can be applicable and easily adapted to each school and its unique needs.

The funding we are requesting would also pay for at least two of our most active and dedicated youth mentors to attend the national CADCA forum in Washington, DC in February this would be a significant professional development opportunity for them. The intention is to further enhancing their skills in leadership, advocacy, and peer support in our community and allow allow them to connect with a nation-wide community of coalitions dedicated to substance misuse prevention. This funding would cover travel and lodging costs.

Between 2-5 adult advisors will mentor a peer leader team (at least 3 Sitka Counseling staff and potentially two Sitka School District faculty members, or other HOPE Coalition members and partners), and 8-10 youth would be trained as facilitators in Sources of Strength curriculum to implement across our local high schools. Two youth will attend the CADCA national forum in Washington, DC in February of 2024 along with 3-4 adult prevention staff (we have already allocated funding for the adults and would just require funding assistance for the youth to attend with us). The Finance Director of Sitka Counseling will assure funds are utilized appropriately, track all expenses and insure all local, state and national grant requirements are met.

High-school-aged youth across the Sitka School District would be served by this initiative. Once we can secure funding for arranging Sources of Strength Training, we would like to invite their trainers to come to Sitka ideally by October or November so we can be prepared to implement the initiative in schools when students return from their winter break in January. The CADCA national forum in Washington, DC will take place in the beginning of February of 2024.

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations Applicant: Sitka Counseling/HOPE Coalition

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).

Expected Outcomes

The Sources of Strength program has been evaluated through several large randomized control trials and is one of the most rigorously evaluated and broadly disseminated prevention programs in the United States. It is considered the first suicide prevention program to demonstrate effectiveness using Peer Leaders to enhance protective factors associated with reducing suicide across a school population. Sources of Strength teams are active across the United States, Canada, Australia, and many American Indian/Alaska Native and First Nations communities. Most importantly, the specific concepts and training materials and resources which would become available to us through using this program would help our youth mentors to confidently lead and support their peers, knowing they have a specific delivery method of substance use and suicide prevention that is founded in a strong evidence base with access to support in its implementation.

We are confident involving youth as key stakeholders in conversations and initiatives around substance misuse and suicide prevention, they will begin to see themselves as powerful change agents in these issues with a strong capacity to uplift their peers, reducing risk factors and increasing protective factors which can lead to better outcomes for youth and families in Sitka.

To evaluate the effectiveness of program implementation in Sitka schools, we will be developing three surveys: one for student participants; one for parents/guardians of student participants; and one for Sitka School District staff. We will offer these surveys near the end of the 2023-2024 school year to gauge overall satisfaction with the program to help inform any improvements we can make in implementing the program moving forward.

We also plan to meet with SSD faculty twice during the semester, to gather feedback on how these groups seem to be impacting peer culture and whether any notable improvements have been made in peer-to-peer relationships. Such as a reduction in bullying, improvements in individual student behaviors, such as a reduction in suicidal ideation, social isolation, and substance-use-related incidents. Finally, we will be checking in with students regularly on how their experience is going with Sources of Strength, and whether we should be making any improvements in implementation. When students are reporting they are feeling more confident, more connected to their peers, more able to identify their internal strengths and the strengths of others, and less likely to engage in substance misuse, self-harm, social isolation, or other maladaptive behaviors, we will know the program is working how it should.

Statement of Need

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations

Applicant: Sitka Counseling/HOPE Coalition

According to the Center for Disease Control and Prevention (CDC)'s Youth Risk Behavior Survey, in 2021, 42% of high school students reported experiencing persistent feelings of sadness or hopelessness during the past year, and nearly one-third reported experiencing poor mental health during the past 30 days. Unfortunately, these disorders often co-occur with substance use disorders (SUD), leading to compounding issues which make it more challenging for individuals to find appropriate treatment.

Furthermore, according to the Youth Risk Behavior Survey Data Summary & Trends Report: 2011-2021:

Schools can implement quality health education by having policies that foster supportive environments for quality health education, using content that promotes healthy development, and equipping staff with the knowledge and skills needed to deliver quality health education. Health education succeeds when parents, community partners, and young people are engaged in developing and planning health education programming in schools.

We see there is much we can do to support schools in implementation of health education which truly engages youth and offers them skills to engage in their community in a positive way. With implementation of the Sources of Strength program, which has a strong evidence base of demonstrated effectiveness in many other communities, we are beginning this type of support to schools.

With regard to prevention, most Federal and State grants require documented local governmental support and involvement. Receiving this grant would help meet this requirement, and allow us to use the CBS grant to leverage funding from state and national sources based on local support.

Organizational Capacity

Starting in 2016 we have received the Strategic Prevention Framework-Partnerships for Success (SPF-PFS) Grant which allowed us to address prescription opioid and heroin related issues/misuse in our community. We partnered with several community organizations to develop and distribute pamphlets and posters to raise awareness of the proper storage and disposal of prescription medications and distributed over 380 opioid/heroin overdose response kits (@^N\$130.00/kit) and 260 medication disposal bags (@ ^N\$6.00/bag). This grant ended in 2020.

In 2017 we received a Federal Drug Free Communities Grant with funding being shared with community partners to address youth tobacco, alcohol and marijuana misuse through the coalition structure. The DFC grant is a 5-year non-competitive grant with a potential competitive grant application process for an additional 5 years. Utilizing this grant, we

City and Borough of Sitka: General Fund Grants For Nonprofit Organizations Applicant: Sitka Counseling/HOPE Coalition

purchased two medication disposal boxes and placed them at the Sitka Police Department and Whites Pharmacy/AC Lakeside. We also purchased a portable incinerator to destroy unused medications locally, a task which our partner, the Sitka Police Department, has agreed to take on. Since the incinerator was purchased, the Police Department has destroyed over 115 pounds of unused and/or expired medications and helped keep these medications out of the wrong hands, out of our landfill and out of our waterways. We have also partnered with SPD and Public Health to provide twice a year prescription drug take back days to help reduce access to medications. The number one place youth and others obtain non-prescribed medications is from their home.

Since 2019 we have received the Comprehensive Behavioral Health Prevention and Early Intervention Services (CBHEIS) Grant through the State of Alaska. The focus of this grant and overall goal is "To Promote a Healthy Community Utilizing Effective Practices and Partnership." We have since been implementing this grant to identify strategies and achieve outcomes related to: 1) All Alaskan communities, families and individuals are free from the harmful effects of substance use/ misuse, dependency and addiction; 2) Alaska children, youth and adults are mentally healthy and living successfully; 3) All community members are connected, resilient and have basic life skills. Much of this grant has gone to supporting our community partners in their initiatives related to the above-mentioned outcomes, and key partners we have supported through this grant have been the Sitka High School and the Sitka Tribe of Alaska.

Community Support:

As mentioned above, Sitka Counseling (in one form or another) has been around for over 40 years. The HOPE Coalition has been in existence for over five years and has had a consistent membership of between 10-24 people representing 12 sectors of the community and good diversity. The Health Needs and Human Services Commission supports the coalition as has the City and Borough of Sitka in the past. Strong partnerships exist with SEARHC, Youth Advocates of Sitka, St. Peters Episcopal Church, Brave Heart Volunteers, Sitka Counseling, Lakeside-Milam Recovery Centers, Sitka Police Department, Sitka School District and Student Government, Sitka Public Health Department, Sitka Health Summit and other community and state organizations and businesses.

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 and Robert 'Chip' Korngiebel Jr.. Our board has longevity, with some members standing for more than twenty years. They attend monthly policy and direction meetings and special purpose committees.

SITKA COUNSELING

Statement of Financial Position

As of June 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1115 1st Bank Operating	-6,306.85
4111 Gathering of Cultures B & B	963.11
4112 Baranof School Name Change	1,000.00
4113 Children's Cemetery Memorial	2,000.00
4115 Sitka PRIDE	217.63
4116 Community Recreation Initiative	26,684.29
4117 Indigenous Peoples Day	1,172.66
4118 HOPE Coalition	100.00
Total 1115 1st Bank Operating	25,830.84
1120 1st Bank SC Operating Reserve	260,501.64
1121 1st Bank - Sitka Health Summit	29,326.65
1131 FNBA Checking/CD	43,307.29
1137 1st Bank - USDA Loan SJC Rsrv	68,417.23
1145 First Bank - USDA Loan IRR Rsrv	28,025.42
1150 Endowment Fund/Charles Schwab	5,081.83
1160 Petty Cash	200.00
Total Bank Accounts	\$460,690.90
Accounts Receivable	
1200 Accounts Receivable	105,907.00
Total Accounts Receivable	\$105,907.00
Other Current Assets	
12000 Undeposited Funds	0.00
1201 Payment unposted	571.26
1225 Client Fee Receivables	268,356.11
1226 Payments unapplied	-598.49
1227 Allowance For Doubtful Accts	-172,842.70
1228 Interim A/R payments	1,250.84
1229 Lytec Client Fee Receivables	65,337.79
1230 Grants Receivable	24,247.75
1231 Allowance Doubtful Acct Lytec	-65,337.79
1240 Other Receivable	-450.00
1241 Exparte Receivables	4,226.06
1245 Employee Advances	5,178.00
1250 Prepaid Expenses	67,747.82
Payroll Corrections	0.00
Repayment	
401K Loan repayment	0.37

SITKA COUNSELING

Statement of Financial Position

As of June 30, 2023

	TOTAL
Total Repayment	0.37
Total Other Current Assets	\$197,687.02
Total Current Assets	\$764,284.92
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	-1,254,006.58
Total Fixed Assets	\$1,747,770.44
TOTAL ASSETS	\$2,512,055.36
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 Accounts Payable	5,261.80
Total Accounts Payable	\$5,261.80
Other Current Liabilities	
2120 Payroll Liabilities	244.57
2121 941 Payable	461.44
2130 ESC Payable	-60.72
2141 Health Insurance Payable	-113,372.40
401k Co. Match	0.00
401k Emp.	0.00
AK Unemployment Tax	6,707.01
Child Support - Alaska	0.00
Child Support - Washington	0.00
Colonial Life Accident	0.00
Colonial Life Cancer	0.00
Colonial Life Hospital Confinem	0.00
Federal Taxes (941/943/944)	0.00
Health Insurance (company paid)	89,992.08
Health Insurance (pre-tax)	20,547.54
Health Saving HSA	0.00
Miscellaneous Deduction	1,150.00
Miscellaneous Deduction {2}	4,497.84
Roth 401k Emp.	0.00

SITKA COUNSELING

Statement of Financial Position

As of June 30, 2023

	TOTAL
Total 2120 Payroll Liabilities	10,167.36
2220 Security Deposits	10,545.00
Alaska, Sitka Borough Payable	0.00
Out Of Scope Agency Payable	0.00
Total Other Current Liabilities	\$20,712.36
Total Current Liabilities	\$25,974.16
Long-Term Liabilities	
2337 Note Payable - Rural Developmen	0.00
2339 Note Payable Sitka Recovery Cam	1,023,402.59
Total Long-Term Liabilities	\$1,023,402.59
Total Liabilities	\$1,049,376.75
Equity	
30000 Opening Balance Equity	0.00
3100 Unrestricted Net Assets	1,860,269.48
3110 Endowment Fund Balance	5,000.00
Net Revenue	-402,590.87
Total Equity	\$1,462,678.61
TOTAL LIABILITIES AND EQUITY	\$2,512,055.36

SITKA COUNSELING

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	278,795.98	2,004,861.31	-1,726,065.33	13.91 %
4101 Mini-Grants Revenue		100.00	-100.00	
4200 Client Fees	127,321.50	1,973,588.00	-1,846,266.50	6.45 %
4270 Food	776.54	20,000.00	-19,223.46	3.88 %
4400 Unrestricted Income				
4410 Interest Income	57.35	700.00	-642.65	8.19 %
4415 Endowment Income		20.00	-20.00	
4420 Donations - Local	24,512.11	7,000.00	17,512.11	350.17 %
4422 Donations - Board Member		200.00	-200.00	
4428 Donations - Christmas Bazaar		9,000.00	-9,000.00	
4445 Miscellaneous Income		5,000.00	-5,000.00	
4450 Recovery Of Bad Debt		1,200.00	-1,200.00	
4460 Facility Rental	17,985.48	113,400.00	-95,414.52	15.86 %
Total 4400 Unrestricted Income	42,554.94	136,520.00	-93,965.06	31.17 %
4491 Flume Circle Reimbursements		25,000.00	-25,000.00	
4492 Rep Mgmt Fee		4,968.00	-4,968.00	
Services	4,440.00		4,440.00	
Total Revenue	\$453,888.96	\$4,165,037.31	\$ -3,711,148.35	10.90 %
Cost of Goods Sold				
4600 Adjustments				
4601 Sliding Fee W/O	114.16	7,000.00	-6,885.84	1.63 %
4607 Medicaid W/O	3,377.84	50,000.00	-46,622.16	6.76 %
4609 Client Fees/Write Offs	2,515.06	100,000.00	-97,484.94	2.52 %
4612 Miscellaneous Adjustments		2,000.00	-2,000.00	
Total 4600 Adjustments	6,007.06	159,000.00	-152,992.94	3.78 %
Total Cost of Goods Sold	\$6,007.06	\$159,000.00	\$ -152,992.94	3.78 %
GROSS PROFIT	\$447,881.90	\$4,006,037.31	\$ -3,558,155.41	11.18 %
Expenditures				
5100 Personal Services				
5101 Wages	257,029.30	2,736,720.00	-2,479,690.70	9.39 %
5175 Payroll Taxes	20,553.19	207,853.72	-187,300.53	9.89 %
5176 Retirement	7,919.07	72,702.86	-64,783.79	10.89 %
5177 Health Insurance	23,157.72	145,350.72	-122,193.00	15.93 %
Total 5100 Personal Services	308,659.28	3,162,627.30	-2,853,968.02	9.76 %
5200 Travel				
5210 Local Mileage		46.00	-46.00	
5215 Travel - Training	57.73	48,427.44	-48,369.71	0.12 %
5220 Travel - Business		6,004.00	-6,004.00	
5230 Training/Tuition	1,216.07	16,358.00	-15,141.93	7.43 %
Total 5200 Travel	1,273.80	70,835.44	-69,561.64	1.80 %
5300 Facility				

SITKA COUNSELING

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

July 2023 - June 2024

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
5310 Rent		48,152.00	-48,152.00	
5320 Telephone	5,784.46	29,800.00	-24,015.54	19.41 %
5325 Utilities	12,104.93	66,900.00	-54,795.07	18.09 %
5330 Maintenance & Repairs	11,722.47	86,943.00	-75,220.53	13.48 %
Total 5300 Facility	29,611.86	231,795.00	-202,183.14	12.78 %
5400 Supplies				
5410 Office Supplies	1,109.24	15,400.00	-14,290.76	7.20 %
5415 Program Supplies	15,136.41	62,140.00	-47,003.59	24.36 %
5425 Household Supplies	1,265.59	16,700.00	-15,434.41	7.58 %
5430 Food Supplies	5,513.38	62,500.00	-56,986.62	8.82 %
5440 Postage	273.94	2,940.00	-2,666.06	9.32 %
Total 5400 Supplies	23,298.56	159,680.00	-136,381.44	14.59 %
5500 Equipment				
5510 Equipment Purchases/Rental	12,356.72	60,813.00	-48,456.28	20.32 %
5515 Equipment Maintenance	1,916.19	23,946.00	-22,029.81	8.00 %
Total 5500 Equipment	14,272.91	84,759.00	-70,486.09	16.84 %
5600 Other				
5610 Audit		18,995.00	-18,995.00	
5613 UA Testing		1,500.00	-1,500.00	
5616 Professional Fees/Licenses		6,000.00	-6,000.00	
5619 Dues/Subscriptions	608.38	12,900.00	-12,291.62	4.72 %
5633 Advertising/Printing	1,248.20	15,043.28	-13,795.08	8.30 %
5635 Insurance		66,650.46	-66,650.46	
5647 Background Checks	140.00	5,500.00	-5,360.00	2.55 %
5650 Pre Employment Screening	400.00	6,500.00	-6,100.00	6.15 %
5654 Impementation Funds		45,170.00	-45,170.00	
5656 Recruitment Costs		8,000.00	-8,000.00	
5670 Contracted Services	15,736.00	39,000.00	-23,264.00	40.35 %
5675 Cont Services - Nurse	2,064.75	17,500.00	-15,435.25	11.80 %
5680 Cont Services - Med Director	7,576.76	38,945.47	-31,368.71	19.45 %
Total 5600 Other	27,774.09	281,704.21	-253,930.12	9.86 %
5700 Indirect Cost		13,636.36	-13,636.36	
5800 Miscellaneous	59.08		59.08	
5810 Bank Charges	736.33	1,000.00	-263.67	73.63 %
5840 Reimbursable Expenses	-23,051.44		-23,051.44	
Total 5800 Miscellaneous	-22,256.03	1,000.00	-23,256.03	-2,225.60 %
Reimbursements	22.10		22.10	
Total Expenditures	\$382,656.57	\$4,006,037.31	\$ -3,623,380.74	9.55 %
NET OPERATING REVENUE	\$65,225.33	\$0.00	\$65,225.33	0.00%
NET REVENUE	\$65,225.33	\$0.00	\$65,225.33	0.00%

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

Attachment - Detailed Budget for the Project FY2024

		CBS	MATCH	PROJECT
Cost Category	FTE	AWARD	CASH	TOTAL
Training				
Sources of Strength		\$6,000		\$6,000
School Licensing Fees		\$2,250		\$2,250
CADCA Mid-Year		\$5,800	\$5,800	\$11,600
Total Training		\$14,050	\$5,800	\$19,850
Supplies				
Promotion Supplies		\$2,250		\$2,250
Food Supplies		\$1,200		\$1,200
Program Supplies		\$1,000		\$1,000
Total Supplies		\$4,450		\$4,450
TOTAL DIRECT COSTS		\$18,500	\$5,800	\$24,300

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



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: [REDACTED]
Mar. 08, 2019 LTR [REDACTED] 0
[REDACTED] 000000 00
[REDACTED]

BODC: [REDACTED]

SITKA COUNSELING & PREVENTION
SERVICES INC
113 METLAKATLA ST
SITKA AK 99835-7666



021970

Employer ID number: [REDACTED]
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Feb. 27, 2019, about
SITKA COUNSELING & PREVENTION SERVICES INC

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 of this letter, 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 990EZ, 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 990-EZ
- 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.,

Mar. 08, 2019 LTR [REDACTED] 0
[REDACTED] 000000 00 [REDACTED]

SITKA COUNSELING & PREVENTION
SERVICES INC
113 METLAKATLA ST
SITKA AK 99835-7666

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Teri M. Johnson
Operations Manager, AM Ops. 3

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

113 METLAKATLA ST, SITKA, AK 99835

owned by

SITKA COUNSELING AND PREVENTION SERVICES, INC.

is licensed by the department to conduct business for the period

October 4, 2021 to December 31, 2023
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 Anderson
Commissioner

General Fund Grants for Non-Profit Organizations for Fiscal Year 2024

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 Denise Salter for Ashley
Ashley Workman, Utility/Harbor Billing Clerk
747-1843
- Loan/Promissory Note Denise Salter
Denise Salter, Controller
747-1836
- Utilities Denise Salter for Ashley
Ashley Workman, Utility/Harbor Billing Clerk
747-1843

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