



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Meeting Agenda

City and Borough Assembly

*Mayor Steven Eisenbeisz
Deputy Mayor Thor Christianson,
Vice Deputy Mayor Valorie Nelson,
Kevin Knox, Kevin Mosher, Crystal Duncan, Rebecca Himschoot*

*Municipal Administrator: John Leach
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson*

Thursday, September 23, 2021

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. PERSONS TO BE HEARD

Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.

V. NEW BUSINESS:

A [21-142](#) Award FY22 Annual General Fund Non-Profit Grants

Attachments: [01 Motion](#)

[02 FY22 Grant Application.](#)

[03 FY22 NonProfit Grant Requests](#)

[04 FY18 thru FY22 Requests & Approvals Non-Profit Grants](#)

[05 Brave Heart Volunteers](#)

[06 Sitka Counseling](#)

[07 SAIL](#)

[08 Sitka Homeless Coalition](#)

[09 Alaska Arts Southeast](#)

[10 Baranof Bruins Youth Wrestling](#)

[11 Sitka Trail Works](#)

VI. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

VII. EXECUTIVE SESSION**VIII. ADJOURNMENT**

Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Regular Assembly meetings are livestreamed through the City's website, aired live on KCAW FM 104.7, and broadcast live on local television channel 11. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
Publish: September 17*



CITY AND BOROUGH OF SITKA

Master

File Number: 21-142

File ID: 21-142

Type: Item

Status: AGENDA READY

Version: 1

Reference:

In Control: City and Borough
Assembly

File Created: 09/08/2021

File Name:

Final Action:

Title: Award FY22 Annual General Fund Non-Profit Grants

Notes:

Sponsors:

Enactment Date:

Attachments: 01 Motion, 02 FY22 Grant Application., 03 FY22
NonProfit Grant Requests, 04 FY18 thru FY22
Requests & Approvals Non-Profit Grants, 05 Brave
Heart Volunteers, 06 Sitka Counseling, 07 SAIL, 08
Sitka Homeless Coalition, 09 Alaska Arts Southeast,
10 Baranof Bruins Youth Wrestling, 11 Sitka Trail
Works

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

Related Files:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 21-142

title

Award FY22 Annual General Fund Non-Profit Grants

POSSIBLE MOTIONS

Step 1

I MOVE to award the following FY22 General Fund Non-Profit Grants in the category of Human Services:

Brave Heart Volunteers \$ _____
Sitka Counseling and Prevention Services \$ _____
Southeast Alaska Independent Living \$ _____
Sitka Homeless Coalition \$ _____

Step 2

I MOVE to award the following FY22 General Fund Non-Profit Grants in the category of Cultural & Educational Services:

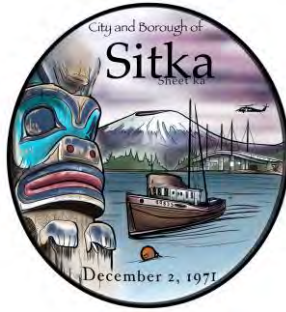
Alaska Arts Southeast (Sitka Fine Arts Camp) \$ _____

Step 3

I MOVE to award the following FY22 General Fund Non-Profit Grants in the category of Community Development:

Baranof Bruins Youth Wrestling Club \$ _____
Sitka Trail Works \$ _____

City and Borough of Sitka



ANNUAL GENERAL FUND GRANTS FOR NON-PROFIT ORGANIZATIONS

APPLICATION MATERIALS FOR FISCAL YEAR 2022

Completed grant applications must be submitted to the
Municipal Administrator's Office

Annual Grant Deadline – August 20, 2021 5:00 PM

**Special Emergency Grant Deadline – Two weeks prior to
Assembly meeting considering application**

For further information, please contact:

Holley Dennison, Administrative Coordinator

City and Borough of Sitka

100 Lincoln Street

Sitka, Alaska 99835

(907) 747-1812

FAX (907) 747-7403

holley.dennison@cityofsitka.org

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

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: _____

Alaska State Business License Number (if applicable): _____

Name of Contact Person: _____

Phone: _____ Email: _____

Mailing address: _____

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: _____

Match Dollars Committed: _____ Percentage: _____

Sources of Matched Dollars: _____

Brief Description of the Purpose of the Grant: _____

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

Name: _____

Title: _____ Date: _____

CITY AND BOROUGH OF SITKA GENERAL FUND GRANTS FOR NON-PROFIT ORGANIZATIONS

PROCEDURES

The following table describes the types of City and Borough of Sitka (CBS) General Fund grants that may be awarded to non-profit organizations for: (1) Human Services; (2) Cultural and Educational Services; or (3) Community Development. A non-profit organization may request a grant as an annual award or as a special emergency grant during the fiscal year when the need arises. The percentage of money appropriated from the general fund for non-profit organization grants and the maximum amount of any grant is listed below.

A further explanation of the grant application process, requirements and restrictions is outlined on the next page, and in the attached application packet.

<u>Grant Category Description</u>		<u>Time Frame</u>	<u>Amount</u>
Human Services		Annual Grants	<u>Total Funds</u> - 50% of Grant Budget <u>Maximum Grant</u> - \$25,000
Cultural and Educational Services		Annual Grants	<u>Total Funds</u> - 20% of Grant Budget <u>Maximum Grant</u> - \$10,000
Community Development		Annual Grants	<u>Total Funds</u> - 20% of Grant Budget <u>Maximum Grant</u> - \$10,000
Special Emergency		Special Grants During FY After Annual Grants Awarded	<u>Total Funds</u> - 10% of Grant Budget <u>Maximum Grant</u> - \$5,000

Description of Grant Application Procedures, Requirements & Restrictions

- During the annual budget process, the Assembly will establish the amount that will be made available for distribution as grants to Sitka registered non-profit organizations.
- Depending on level of funding available, the Assembly may choose to limit the category of grants it will approve, the total amount it will provide per award, or set other restrictions or special conditions it deems appropriate.
- Advertising for non-profit organizations grants shall begin after ratification of the next fiscal year budget.
- Completed applications must be submitted by email to Administrative Coordinator, Holley Dennison, at holley.dennison@cityofsitka.org by 5:00 p.m. on the due date August 20, 2021. Applications received after the time fixed for receipt will not be considered. The due date for special emergency grants is two weeks prior to the Assembly meeting considering the application.
- All timely received and completed applications shall be reviewed and scored by the Assembly.
- Applicants must be current with all CBS liabilities when the application is filed in order for the application to be considered, including sales taxes, property taxes, utility payments, lease payments, loan payments, promissory notes, etc. To ensure compliance, applicants must complete and submit the CBS Liabilities Form with the Grant Application. This form needs to be signed off by the tax, utility and miscellaneous billing departments indicating that the applicant is current in all obligations owed to the CBS.
- Applications for annual grants will be considered and awarded at a special meeting of the Assembly in September. An application for a special emergency grant will be considered at the first regular Assembly meeting held two weeks after receipt of the application. Applicants will not be given the opportunity to promote their individual grant applications during the Assembly meeting. For an applicant to receive funding, a majority of the Assembly needs to recommend some level of funding.
- Grant monies shall not be used to pay for any tax debt (federal, state, or municipal).
- Non-profit organizations that have received CBS funds as part of the General Fund Budget are ineligible to receive monies from this General Fund Non-profit Organization Grant program.
- Non-profit organizations may only receive one General Fund Non-profit Organization grant during the same fiscal year, either an annual grant or a special emergency grant.

- Grant monies not awarded or used during the fiscal year will rollover as non-profit grant funds for the next fiscal year. Any rollover monies will be counted towards the total grant funds to be appropriated for the next fiscal year toward any of the grant categories.
- Grant monies not spent during the awarded fiscal year must be returned to the CBS.
- Grant monies may not be reallocated for another project not specific to what the organization originally applied for without Municipal Administrator approval.

A Progress and Financial Report must be submitted to Administrative Coordinator Holley Dennison at holley.dennison@cityofsitka.org no later than March 1, 2022. If all grant funds have not been spent and accounted for in the March 1, 2022 report, a supplemental report must be filed by July 15, 2022. Failure to timely submit complete reports may result in the non-profit organization being ineligible in the next fiscal year for general fund grants for non-profit organizations.

General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

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

Organization Name: _____

- Property Tax

Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note

Denise Salter, Controller
747-1836

- Utilities

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

FY22 Non-Profit Grant Requests

	Applicant	FY22 Requests & Funds Available	FY22 Assembly Approved
	Human Services		
1	Brave Heart Volunteers	\$9,000	
2	Sitka Counseling and Prevention Services	\$7,600	
3	Southeast Alaska Independent Living	\$ 20,000	
4	Sitka Homeless Coalition	\$7,000	
	Subtotal	\$43,600	
	Funds Available FY22	\$ 25,000	
	Cultural & Educational Services		
5	Alaska Arts Southeast (Sitka Fine Arts Camp)	\$ 7,500	
	Subtotal	\$ 7,500	
	Funds Available FY22	\$ 10,000	
	Community Development		
6	Baranof Bruins Youth Wrestling Club	\$ 10,000	
7	Sitka Trail Works	\$ 10,000	
	Subtotal	\$ 20,000	
	Funds Available FY22	\$ 10,000	
	Special Emergency		
	Funds Available FY22	\$ 5,000	
	Total FY22 Funds Requested	\$71,100	
	Total FY22 Funds Available Including Special Emergency Fund	\$50,000	
	TOTAL		

FY18 thru FY22 Requests & Approvals Non-Profit Grants

Applicant	FY18 Request	FY18 Assembly Approved	FY19 Request	FY19 Assembly Approved	FY20 Request	FY20 Assembly Approved	FY21 Request	FY21 Assembly Approved	FY22 Assembly Request	FY22 Assembly Approved
Human Services										
Brave Heart Volunteers	\$ 20,000	\$ 9,729	\$ 18,500	\$ 9,071	\$ 15,000	\$ 10,142	\$ 15,000	\$ 8,167	\$ 9,000	\$ -
Sitka Counseling & Prevention Services	\$ 10,000	\$ 4,638	\$ 10,000	\$ 4,714	\$ 10,000	\$ -	\$ 10,000	\$ 5,167	\$ 7,600	\$ -
Sitka Ham Amateur Radio Klub	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,321	\$ 1,000	\$ -	\$ -
Sitka Homeless Coalition	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ 7,000	\$ -
Sitka Pregnancy Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 583	\$ -	\$ -
Southeast Alaska Independent Living	\$ 16,000	\$ 7,529	\$ 16,000	\$ 6,500	\$ 16,000	\$ 7,742	\$ 16,000	\$ 8,500	\$ 20,000	\$ -
Youth Advocates of Sitka Inc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
The Salvation Army Alaska Sitka Corps	\$ 14,000	\$ 4,771	\$ 10,000	\$ 6,357	\$ 17,000	\$ 6,342	\$ -	\$ -	\$ -	\$ -
<i>Subtotal</i>	<i>\$ 60,000</i>	<i>\$ 26,667</i>	<i>\$ 54,500</i>	<i>\$ 26,642</i>	<i>\$ 62,000</i>	<i>\$ 28,226</i>	<i>\$ 50,321</i>	<i>\$ 23,417</i>	<i>\$ 43,600</i>	<i>\$ -</i>
Cultural & Educational Services										
Alaska Arts Southeast (Sitka Fine Arts Camp)	\$ 7,500	\$ 2,250	\$ 7,500	\$ 3,619	\$ 7,500	\$ 3,967	\$ 7,500	\$ 5,983	\$ 7,500	\$ -
Betty Eliason Child Care Center	\$ 2,500	\$ 1,083	\$ 4,248	\$ 2,584	\$ 10,000	\$ 3,067	\$ -	\$ -	\$ -	\$ -
Civil Air Patrol	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800	\$ 533	\$ -	\$ -
Greater Sitka Arts Council	\$ 7,500	\$ 2,333	\$ 5,000	\$ 3,440	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sitka Maritime Heritage Society	\$ 8,250	\$ 1,167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
The Island Institute	\$ 5,000	\$ 2,333	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Subtotal</i>	<i>\$ 30,750</i>	<i>\$ 9,166</i>	<i>\$ 16,748</i>	<i>\$ 9,643</i>	<i>\$ 27,500</i>	<i>\$ 7,034</i>	<i>\$ 8,300</i>	<i>\$ 6,516</i>	<i>\$ 7,500</i>	<i>\$ -</i>
Community Development										
Baranof Bruins Youth Wrestling Club	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Sitka Community Land Trust	\$ 10,000	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sitka Trail Works	\$ 7,000	\$ 7,000	\$ 10,000	\$ 8,714	\$ 10,000	\$ 9,000	\$ 10,000	\$ 8,000	\$ 10,000	\$ -
<i>Subtotal</i>	<i>\$ 17,000</i>	<i>\$ 7,000</i>	<i>\$ 17,000</i>	<i>\$ 8,714</i>	<i>\$ 10,000</i>	<i>\$ 9,000</i>	<i>\$ 10,000</i>	<i>\$ 8,000</i>	<i>\$ 20,000</i>	<i>\$ -</i>
TOTAL	\$ 107,750	\$ 42,833	\$ 88,248	\$ 44,999	\$ 99,500	\$ 44,260	\$ 68,621	\$ 37,933	\$ 71,100	\$ -

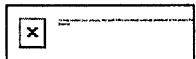
Holley Dennison

From: Angie DelMoral <angie@braveheartvolunteers.org>
Sent: Tuesday, July 13, 2021 3:21 PM
To: Holley Dennison
Subject: C&B Sitka FY2022 General Fund Grant
Attachments: C&BS FY2022 General Fund Grant Application.pdf

Hi Holley,

Please find attached the Brave Heart Volunteers application for the FY2022 General Fund Grant for nonprofits. If you need more information, please let me know.

Thanks so much,
Angie



Angie DelMoral, Executive Director
(907) 747-4600
PO Box 6336, Sitka, Alaska 99835
Office location: Manager's House at the Sitka Pioneers Home

*****The information contained in this transmission may contain privileged and confidential information, including patient information protected by federal and state privacy laws. It is intended only for the use of the person(s) named above. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution, or duplication of this communication is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

City and Borough of Sitka
ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: Brave Heart Volunteers (BHV)

Alaska State Business License Number (if applicable): [REDACTED]

Name of Contact Person: Angie DelMoral, Executive Director

Phone: (907) 747-4600 Email: angie@braveheartvolunteers.org

Mailing address: P.O. Box 6336, 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
 - ☐ Community Development
- ☐ Special Emergency Grant

Dollars Requested: \$9,000

Match Dollars Committed: \$9,000 Percentage: 100%

Sources of Matched Dollars: Individual/Business Donations, Pick.Click.Give., Fundraisers, and Grants. Grants include: Sitka Alaska Permanent Charitable Trust, Alaska Travel Industry Association Foundation.

Brief Description of the Purpose of the Grant: Brave Heart Volunteers requests support to fund the day-to-day management and oversight of volunteer visiting, respite, grief support and education, end-of-life services, training and support for volunteers, end-of-life training for volunteers, health professionals, and community members. All services are provided free-of-charge and are not duplicated or offered by another organization in Sitka.

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

Name: Michele Friedman

Title: BHV Board Chair Date: 7-12-21

Detailed Project Description Overview

What grant category are you applying for?

Brave Heart Volunteers (BHV) is applying for an annual Human Services grant.

What will be done with these funds?

BHV requests \$9,000 to help support the sustainability of our organization and provide core community-based services in four main areas: 1) Volunteer Visiting; 2) Caregiver Respite & Support; 3) Grief Support & Education; and 4) End-of-Life Compassionate Support.

What will be done with funds?	Who will do it?	Who will be served?	When will this service be provided?
Volunteer Orientations	BHV staff, Board members, volunteers, and local professionals	Interested Sitkans are oriented to the organization and policies to provide confidential volunteer visiting with elders	Ongoing; referrals are received throughout the year
Ongoing Volunteer Support and Education	BHV staff and Board members	Active volunteers	Monthly volunteer potlucks, quarterly check in
Volunteer Visiting and Respite Support	BHV staff, Board members and volunteers	Sitkans who are volunteer visitors, or who receive care from family members	Daily, weekly, monthly, all year
Caregiver Support Group and Caregiver Education	BHV staff, Board members and local professionals	Sitkans who are caregivers for elders with dementia, illness, or end-of-life challenges	Monthly support group all year
Adult Grief Education and Grief Support Group	BHV staff, Board members, and local professionals	Adult Sitkans who are experiencing grief and loss	Support groups as-needed; personal Grief Buddies
Annual Compassionate Care at End-of-Life Trainings	BHV staff, Board members, volunteers, and local professionals	Current BHV volunteers and interested Sitkans are trained to serve care receivers at the end of life	6-week sessions offered in spring and fall
End-of-Life Services	BHV staff and volunteers	Sitkans at the end of life, their families, and other caregivers	Ongoing, as needed
Communitywide Education and Trainings	Staff, Board members, experts, and others	Community members	Once or twice yearly

Has the agency received CBS General Fund Grants previously? If so, how many, which years, and for what amount?

BHV submitted its first grant application in 2005 and received an award of \$8,000.00. BHV has received funding for the past 16 years with award amounts ranging from \$8,000.00 to \$30,000.00. In 2020, BHV was awarded \$8,167.

Expected Outcomes

How will the project be measured as successful?

Indications of success for Brave Heart Volunteers include:

- Participants and families provide feedback regarding program service delivery. Our goal is for everyone to express satisfaction in all program areas. All feedback is reviewed by staff and necessary changes are implemented based on the information provided.
- Attendees of support groups and educational trainings/workshops return for future events.
- We continue to see high levels of engagement from participants, families, and volunteers through contributions of time, donations, materials, and creativity.
- Businesses and individuals continue to donate financially to help sustain the organization.

What will the tangible community benefit be? 2020 brought many pandemic-related challenges, but the most difficult was our inability to serve clients in the ways we are accustomed. As a heart-based organization, it was distressing to withhold in-person companionship from our elderly and housebound care receivers, and to be unable to sit at the bedsides of those who were dying or provide respite for their caregivers. At a time when people worldwide were experiencing a sense of isolation and grief, we knew these feelings were intensified in our clients, who already suffer a profound sense of loneliness. Throughout, we endeavored to maintain emotional and social connections with our clients and all Sitkans alike, implementing virtual and phone visits, letter writing, and online education to promote positive coping methods. Despite the pandemic, our dedicated volunteers logged nearly 1300 hours of indirect service in 2020. We also gained 16 new volunteers, 11 new care receivers, and served an additional 113 Sitkans through various online programs.

The most important benefit to the community is the continual, free of charge provision of compassionate care-based services and support. As restrictions are slowly lifting, we are seeing a marked increase in referrals for new care receivers, mostly for companionship and relief from isolation, but also for end of life care. Grief support group participants also benefit from a confidential, facilitated, and safe setting to connect with others. Additionally, we offer comprehensive educational workshops for the community about death, dying, illness, hospice, palliative care, advanced directives, dementia, grief, caregiving, and volunteering. Economically speaking, the number of donated volunteer hours has an enormous financial value and positive impact for the whole of Sitka. BHV also brings people together from all walks of life, creating a diverse network of support to strengthen our community.

What are some benchmarks during the project that indicate things are going in the right direction? Our program effectiveness and success are measured by tracking outreach data and numbers in all service areas, then comparing data and factoring in feedback. The areas we track include: 1) types of services to meet community needs; 2) number and types of trainings; 3) number of people served; 4) number of training and support group participants; 5) number of people using the resource library; 6) number of new volunteers and participants; 7) number of care receivers; 8) number of new referrals; 9) number and type of community groups, tribal citizens, civic groups, faith groups, social services, and medical organizations our volunteers are affiliated with; and 10) total donations given by community-based individuals and businesses.

Statement of Need

How does this project align with the funding category that you are applying for?

Without a formal hospice organization and very few hospice-trained medical personnel, BHV-trained volunteers are the core providers of those services in Sitka. End-of-life care, grief support, and social companionship are vital human services for those who are facing death or experiencing isolation.

What documented needs (ie McDowell Reports, the Comprehensive Plan, Youth Risk Behavior Survey, etc.) does this project address?

Brave Heart has experienced exponential growth in the organization's capacity to carry out our mission. BHV continues to sustain a steady number of volunteers and care receivers. Our Board and staff know the importance of building and maintaining a strong foundation to perpetuate the organization's ability to not only address this increase, but continue growing. The primary population we serve is elders, and according to both the *McDowell Group 2019 Sitka Economic Plan* and the *Sitka Comprehensive Plan for 2030*, the population of those age 65 and older—especially those over age 80—is expected to “grow rapidly” and will constitute nearly a quarter of Sitka’s population in 2030. Supportive care for our elders and providing them opportunities for social engagement is always a critical element for allowing them to “comfortably and safely age in place.” They deserve to live a dignified and engaged life, where they are seen and valued by all.

Does the funding from this request leverage other funds for the project? How?

The demonstration of local government support is essential to our sustainability and ability to apply for local, state and/or national grants. Consistent funding from the CBS demonstrates ongoing commitment to serving a vulnerable sector of our population. Support from the CBS, combined with the generosity of individual donors and local businesses, is also reassuring to those who receive our services. Our essential program services make significant contributions to managing elder and family care, and resolving caregiving dilemmas.

Organizational Capacity

Track record (this or similar project delivery and management)

Since 2001, BHV has provided compassionate care, companionship, respite, and education to elders and other Sitkans facing chronic or terminal illness, isolation, end of life and grief. Through collaborations with numerous service agencies, civic groups, faith groups, health organizations, and other nonprofits, BHV has created an outstanding network of caring volunteers (currently 214) to provide services completely free of charge. We also offer critical end-of-life and respite support that is not available from any other source in a community with a growing aging population and no formal hospice. For nearly two decades, we have served hundreds of citizens, through tens of thousands of hours, donated by hundreds of trained volunteers. We are a prime model of how a small, rural community can take care of its residents during the most challenging times of life.

We have successfully refined our mission, strengthened our core programs, and perfected our education services, which are respected throughout Alaska. While we continue to face some pandemic-related restrictions, we eagerly anticipate the day we can fully resume services and have unlimited contact with our care receivers, who rely on us for their emotional wellbeing. Until then, we continue to serve in the ways we are able, both directly and indirectly. We are also developing new online courses, as well as more online support groups and discussions about grief, loss, and isolation.

Community Support

The community's responsiveness and generous support for BHV remains strong and steady. As BHV provides individuals with immediate and essential support, many of their friends and families become donors or volunteers themselves. Also, Sitka has a high number of nonprofits vying for the same funding resources, but because of our longevity and the unique vital services we provide, BHV is able to maintain a significant level of community support.

Board Attendance

The BHV Board of Directors has eight members and attendance rate is 91.5%. Traveling is the main reason members miss monthly meetings.

List of Board Members and Officers

Board Officers:	Michele Friedman, President Frederick Olsen Jr, Vice President Gloria Pies, Treasurer Jenny Kejka, Secretary
Members:	Shauna Thornton, Jerrod Galanin, Tonya Venneberg, and Elaine O'Neill
Honorary Members:	Father Dave Elsensohn, Aleeta Bauder, Jean Frank, and Sheri Mayo
Staff:	Angie DelMoral, Executive Director Kathryn Winslow, Program Manager

Attachments

- **Budget Attachments**
 - 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 Attachments**
 - Copy of nonprofit documentation such as IRS 501c3 designation.
 - Current State of Alaska nonprofit organization's business license.
 - CBS Liabilities Form.

BRAVE HEART VOLUNTEERS **Profit & Loss Actual Year to Date vs Full Year Budget** January through December 2020

1/21/21

ccrual Basis

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Donations	29,189	42,500	-13,311	69%
4010 · Fundraising	31,871	40,500	-8,629	79%
4020 · Grants	59,483	50,000	9,483	119%
Total Income	120,543	133,000	-12,457	91%
Cost of Goods Sold				
4100 · Credit Card Merchant Discount	933			
Total COGS	933			
Gross Profit	119,610	133,000	-13,390	90%
Expense				
5100 · Payroll Expenses	88,640	99,661	-11,021	89%
5300 · Professional Fees	5,520	7,000	-1,480	79%
5302 · Insurance	6,650	8,700	-2,050	76%
5303 · Telephone, Internet, Fax	3,030	1,800	1,230	168%
5400 · Supplies	4,530	2,300	2,230	197%
5500 · Training and Development	42	2,000	-1,958	2%
5600 · Promotion	1,137	2,975	-1,838	38%
66900 · Reconciliation Discrepancies	-0			
Total Expense	109,549	124,436	-14,887	88%
Net Ordinary Income	10,061	8,564	1,497	117%
Other Income/Expense				
Other Income				
4040 · Ameritrade Unrealized Gain/Loss	44,066			
4050 · Ameritrade Dividend Income	4,842			
4092 · Interest Income	80			
4095 · Ameritrade Investment Fees	-8			
Total Other Income	48,981			
Other Expense				
5700 · Other Expense	0	300	-300	0%
5901 · Bank Service Charges	70	1,000	-930	7%
Total Other Expense	70	1,300	-1,230	5%
Net Other Income	48,911	-1,300	50,211	-3,762%
Net Income	58,972	7,264	51,708	812%

Brave Heart Volunteers **Balance Sheet Comparison to Prior Year** As of December 31, 2020

1/21/21

accrual Basis

	Dec 31, 20	Dec 31, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1001 - Northrim Checking 228	80,797	76,345	4,452	6%
1002 - Northrim Savings 031	29,698	29,642	56	0%
1003 - Petty Cash	28	28	0	0%
1004 - Ameritrade Investment Account	358,986	295,085	63,901	22%
Total Checking/Savings	469,509	401,100	68,409	17%
Total Current Assets	469,509	401,100	68,409	17%
TOTAL ASSETS	469,509	401,100	68,409	17%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	0	383	-383	-100%
20000 - Accounts Payable	0	383	-383	-100%
Total Accounts Payable	0	383	-383	-100%
Other Current Liabilities				
2001 - Payroll Tax Liabilities	1,256	2,981	-1,725	-58%
2130 - COVID PPP Loan	11,545	0	11,545	100%
Total Other Current Liabilities	12,801	2,981	9,820	329%
Total Current Liabilities	12,801	3,364	9,437	281%
Total Liabilities	12,801	3,364	9,437	281%
Equity				
3001 - Retained Earnings	38,750	103,040	-64,290	-62%
3200 - Endowment	358,986	295,085	63,901	22%
32000 - Unrestricted Net Assets	0	0	0	100%
Net Income	58,972	-389	59,361	15,263%
Total Equity	456,708	397,736	58,972	15%
TOTAL LIABILITIES & EQUITY	469,509	401,100	68,409	17%

07/12/21

Accrual Basis

BRAVE HEART VOLUNTEERS

Profit & Loss Budget Overview

January through December 2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
4000 · Donations	
4001 · Individuals	20,000
4002 · Businesses	5,000
4003 · Faith Groups	0
4004 · Pick. Click. Give.	5,000
Total 4000 · Donations	30,000
4010 · Fundraising	
4013 · Bowls	10,000
4015 · Fundraisers Other	30,000
Total 4010 · Fundraising	40,000
4020 · Grants	
4021 · Foundation Grants	40,000
4022 · Government Grants	10,000
Total 4020 · Grants	50,000
Total Income	120,000
Gross Profit	120,000
Expense	
5100 · Payroll Expenses	
5101 · Salaries & Wages	88,910
5102 · Payroll Taxes	7,691
5103 · Direct Deposit Fees	91
Total 5100 · Payroll Expenses	96,692
5300 · Professional Fees	
5304 · Accounting	3,700
Total 5300 · Professional Fees	3,700
5302 · Insurance	7,237
5303 · Telephone, Internet, Fax	1,920
5400 · Supplies	
5401 · Office Supplies	1,400
5402 · Companionship Supplies	200
5405 · Fundraiser Expense	1,000
5400 · Supplies - Other	300
Total 5400 · Supplies	2,900
5500 · Training and Development	
5502 · Travel	1,000
5505 · Conference & Training	1,000
Total 5500 · Training and Development	2,000
5600 · Promotion	
5503 · Membership and Dues	246
5601 · Postage	100
5602 · Printing	500
5603 · Advertising & Promotion	900
Total 5600 · Promotion	1,746
Total Expense	116,195
Net Ordinary Income	3,805
Net Income	3,805

**Brave Heart Volunteers
Grants Received or Pending**

2021				
Name	Value	Date Closed	Status	
Federal PPP Loan 2nd Draw (Grant)	\$17,903	2/22/21	Awarded	
Sitka AK Permanent Charitable Trust	\$7,395	4/28/21	Awarded	
Sitka Rotary Club	\$824	5/18/21	Awarded	
ATIAF-Royal Caribbean	\$7,500	7/7/21	Awarded	
2020				
Name	Value	Date Closed	Status	
Foundation for End of Life Care	\$5,000	1/21/20	Awarded	
Sitka AK Permanent Charitable Trust	\$8,750	4/13/20	Awarded	
Federal PPP Loan (Grant)	\$11,545	5/17/20	Awarded	
Sitka Legacy Foundation	\$1,500	5/28/20	Awarded	
Foundation for End of Life Care	\$4,000	6/17/20	Awarded	
Sitka Rotary Club	\$1,000	6/26/20	Awarded	
C&B of Sitka CARES Act Round 1	\$5,000	10/17/20	Awarded	
C&B of Sitka General Fund	\$8,167	12/8/20	Awarded	
C&B of Sitka CARES Act Round 2	\$28,500	12/15/20	Awarded	



IRS Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: [REDACTED]
Apr. 10, 2012 LTR 4168C EO
[REDACTED] 000000 00
[REDACTED]

BODC: TE

BRAVE HEART VOLUNTEERS INC
% DENNIS LONGSTRETH
PO BOX 6336
SITKA AK 99835-6336

12-0000

105

Employer Identification Number: [REDACTED]
Person to Contact: MR. PATTERSON
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Mar. 30, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in OCTOBER 2010.

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

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

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

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

BRAVE HEART VOLUNTEERS, INC.

PO BOX 6336, SITKA, AK 99835-9560

owned by

BRAVE HEART VOLUNTEERS, INC.

is licensed by the department to conduct business for the period

October 7, 2019 to December 31, 2021
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 2022

CBS Liabilities Form

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

Organization Name: Brave Heart Volunteers

- Property Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Erica Stocker
Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note

Denise Salter 7/12/2021
Denise Salter, Controller
747-1836

- Utilities N/A

Erica Stocker
Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

Holley Dennison

From: Amy Zanuzoski <amyz@scpsak.org>
Sent: Thursday, August 19, 2021 11:09 AM
To: Holley Dennison
Cc: Loyd Platson; Kerry Tomlinson
Subject: Annual grant application
Attachments: CBS grant app SC FY22.pdf

Holley,
 Please find our non profit grant application for Sitka Counseling.

Regards,
 Amy

Amy Zanuzoski
 Executive Director



Sitka Counseling

113 Metlakatla St.
 Sitka, AK 99835
 907-966-8237 Direct line
 907-747-3636 Main
 907-747-2702 Fax

www.sitkacounseling.org

Like us on [Facebook](#)

Follow us on [Instagram](#)

'Promoting Wellness in our Community'



I acknowledge that I am working on the ancestral land of Sheet'-Ká K'waan, home of the L'ingit people

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

Name of Organization: Sitka Counseling
Alaska State Business License Number (if applicable): _____
Name of Contact Person: Amy Zanuzoski
Phone: 907-966-8237 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: \$7,600.00
Match Dollars Committed: \$7,600.00 Percentage: 100%
Sources of Matched Dollars: Medicaid

Brief Description of the Purpose of the Grant: _____
The grant will fund a professional development program which assists
community members affected by the covid-19 pandemic to return to work.
Help with resumes, mock interviewing and clothing vouchers for business wear.

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: 8/19/2021



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752257577
Mar. 08, 2019 LTR 4168C 0
000000 00

00023814

BODC: TE

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.,

0752257577
Mar. 08, 2019 LTR 4168C 0
000000 00
00023815

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 8, 2019 to December 31, 2021
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 2022

CBS Liabilities Form

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

Organization Name: Sitka Counseling & Prevention Services

- Property Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris
Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Erica Stocker
Erica Stocker, Utility/Harbor Billing Clerk
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- Loan/Promissory Note

Denise Salter 8/18/21
Denise Salter, Controller
747-1836

- Utilities

Erica Stocker
Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

Sitka Counseling is applying for the annual CBS grant in the Human Services category.

The grant will fund a professional development program which assists community members affected by the covid-19 pandemic to return to work. The program includes resume development assistance, mock interviewing workshops, and vouchers for business wear.

According to Alaska Department of Labor and Workforce Development, Research and Analysis Section, in 2019 Sitka had an unemployment rate of 3.6 and then in 2020 with the Covid19 pandemic that statistic jumped to 6.9%. During the same time the city and borough of Sitka had a 13% reduction in the amount of jobs available. As the pandemic is lifting up, community members are going to need assistance finding employment in a career path that may look different than before Covid-19. The employment program will also reach out to traditionally seasonal workers to offer employment services in hopes of maintaining them in the city of Sitka over the winter season.

With regard to prevention, most Federal and State grants require documented local governmental support and involvement. Receiving this grant would help meet that requirement. We also use the CBS grant to leverage funding from state and national sources based on local support. Since 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 have distributed over 380 opioid/heroin overdose response kits (@N\$130.00/kit) as well as 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 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 get non-prescribed medications is from their home.

In July, 2019 we were awarded the Comprehensive Behavioral Health Prevention and Early Intervention Services (CBHPEIS) 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." The grant will be used 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 is "flow through" dollars which go to community partners. Key partners in this grant are the Sitka High School and the Sitka Tribe of Alaska.

Administration of the grant award will be done through Sitka Counseling in conjunction with HOPE Coalition members and partners. Staff will perform the "day to day" work necessary to achieve desired outcomes. 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.

It is often said "an ounce of prevention is worth a pound of cure" Investing in prevention and community support, now more than ever, makes sense. Keeping people healthy instead of responding to disability is key to keeping our community healthy and it is cost effective. Multiple studies indicate for every dollar spent on prevention, an average of \$10.00 is saved in long-term spending.

The CBS Grant will be used to support the costs of the workshops such as food, space rent, and education material. Also clothing vouchers will be made available for the participants through the White Elephant to purchases business attire if necessary.

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), and 2019 (\$4,714.00).

Some of the benchmarks which would indicate things are going in the right direction are as follows:

- Develop two handouts on resume development and interviewing
- Hold a monthly walk-in resume assistance hour
- Host at least 4 public mock interview days

According to the latest CBS Technical Plan, the following sections pertain to the need for employment support:

- ED 3.1 Participate in career technical training and mentoring opportunities
- ED 4.3 Participate in small business and entrepreneurship networking, events, and education.

- ED 7.1 Monitor economic conditions and respond accordingly to remain flexible, adaptable, and resilient.
- BFS 8.8 Facilitate and partner to achieve the following prevention and early intervention programs in order to reduce social problems in the community.
- BFS 9.2
- Continue to provide diverse and strong educational offerings through partnerships among the Sitka School
- District, Mt. Edgecumbe School District, Sitka Arts Council, Sitka Fine Arts Camp, Sitka Sound Science Center, Sitka Tribe of Alaska, UAS, and others.

Does the funding from this request leverage other funds for the project? How?

Sitka Counseling-HOPE Coalition leverages other funding sources such as the Drug Free Communities and the Comprehensive Behavioral Health Prevention, Early Intervention Services Grants as well as the local White E grant to support multiple community programs. Funds from these grants will support this grant as well in the form of providing additional staff time to develop and implement the resources and structure to provide employment support services as described previously. These leveraged funds will also support an ongoing employment resource center at our offices. Sitka Counseling also provides office space, administrative support and utility support (internet, phones, computers, etc.).

Organizational Capacity

Sitka Counseling, formed through the merger of services of Sitka Prevention & Treatment Services and Sitka Mental Health Clinic, dba Islands Counseling Services. Sitka Counseling has provided behavioral health prevention, treatment and counseling services to Sitka for over 39 years and has proven itself capable of delivering and managing grants for the community's prevention, treatment and counseling needs. Sound financial practices are in place, confirmed by annual outside audits. The Coalition Director has a Master's Degree in guidance and counseling with concentrations in substance abuse, and family systems counseling. He was a Prevention Fellow through the Substance Abuse and Mental Health Services Administration/US Department of Health and Human Services for three years and was trained extensively in coalition building, community assessment, prevention strategies and evaluation techniques. He worked for and helped grow a highly successful community coalition in the State of Nevada and while there developed a social norm campaign which has been adopted state wide and is still being utilized. He also was one of 32 individuals selected nationally to participate in a yearlong "Addressing Health Disparities Leadership Program" sponsored by the National Council for Behavioral Health. Three additional staff members have been hired to assist in prevention activities. Sitka Counseling, through the HOPE Coalition is committed to

establishing and coordinating community wide partnerships and processes which address substance use/misuse across the lifespan.

Community Support:

As mentioned above, Sitka Counselling (in one form or another) has been around for over 39 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, Antonio Rosas-Secretary/Treasurer, Julie Platson, Chip Kornegeibel, and Hillary Nutting. Our board has longevity, with some members standing for more than twenty years. They attend monthly policy and direction meetings and special purpose committees.

12:06 PM
08/18/21
Accrual Basis

SITKA COUNSELING AND PREV
Balance Sheet
As of June 30, 2021

	Jun 30, 21
ASSETS	
Current Assets	
Checking/Savings	
1115 • 1st Bank Operating	
4111 • Gathering of Cultures B & B	5,984.34
4112 • Baranof School Name Change	1,000.00
4113 • Children's Cemetery Memorial	2,000.00
4115 • Sitka PRIDE	-228.61
1115 • 1st Bank Operating - Other	249,839.13
Total 1115 • 1st Bank Operating	258,594.86
1116 • 1st Bank SBA PPP funds	150,000.01
1120 • 1st Bank SC Operating Reserve	260,109.42
1121 • 1st Bank - Sitka Health Summit	21,565.35
1131 • FNBA Checking	44,431.48
1137 • 1st Bank - USDA Loan SJC Rsrv	68,271.47
1145 • First Bank - USDA Loan IRR Rsrv	27,979.40
1150 • Endowment Fund/Charles Schwab	5,062.92
1160 • Petty Cash	200.00
Total Checking/Savings	836,214.91
Accounts Receivable	
1200 • Accounts Receivable	102,050.70
Total Accounts Receivable	102,050.70
Other Current Assets	
1201 • Payment unposted	-2,443.23
1225 • Client Fee Receivables	747,919.18
1226 • Payments unapplied	-22,986.89
1227 • Allowance For Doubtful Accts	-627,421.30
1228 • Interim A/R payments	58,523.43
1230 • Grants Receivable	77,310.40
1240 • Other Receivable	-8,655.02
1241 • Exparte Receivables	15,162.77
1245 • Employee Advances	-13,283.00
1250 • Prepaid Expenses	85,665.00
Total Other Current Assets	309,791.34
Total Current Assets	1,248,056.95
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	-1,033,655.60
Total Fixed Assets	1,968,121.42
TOTAL ASSETS	3,216,178.37
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 • Accounts Payable	34,697.24
Total Accounts Payable	34,697.24

12:06 PM
08/18/21
Accrual Basis

SITKA COUNSELING AND PREV
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>
Other Current Liabilities	
2120 • Payroll Liabilities	
2130 • ESC Payable	6,834.32
2141 • Health Insurance Payable	6,060.36
2120 • Payroll Liabilities - Other	22.60
Total 2120 • Payroll Liabilities	<u>12,917.28</u>
2220 • Security Deposits	9,870.00
2241 • SBA Paycheck Protection Program	584,312.30
Total Other Current Liabilities	<u>607,099.58</u>
Total Current Liabilities	<u>641,796.82</u>
Long Term Liabilities	
2337 • Note Payable - Rural Developmen	8,731.14
2339 • Note Payable Sitka Recovery Cam	1,127,832.94
Total Long Term Liabilities	<u>1,136,564.08</u>
Total Liabilities	<u>1,778,360.90</u>
Equity	
3100 • Unrestricted Net Assets	1,804,164.30
3110 • Endowment Fund Balance	5,000.00
Net Income	<u>-371,346.83</u>
Total Equity	<u>1,437,817.47</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,216,178.37</u></u>

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

Attachment - Detailed Budget for the Project FY2022

		CBS	MATCH	PROJECT
Cost Category	FTE	AWARD	CASH	TOTAL
Personnel				
Program Coordinator	1.00	\$3,000	\$2,000	\$5,000
Fringe Benefits at 26%			\$2,600	\$2,600
Total Personnel	1.00	\$3,000	\$4,600	\$7,600
Facility Rent		\$ -	\$3,000	\$3,000
Total Facility			\$3,000	\$3,000
Supplies				
Program Supplies		\$1,000		\$1,000
Clothing Vouchers		\$1,000		\$1,000
Educational Materials		\$ 600		\$ 600
Total Supplies		\$2,600		\$2,600
Other				
Printing/Advertising		\$2,000		\$2,000
Total Other		\$2,000		\$2,000
TOTAL DIRECT COSTS		\$7,600	\$7,600	\$15,200

Itemized list of grants:

Department of Behavioral Health CBHTR – Outpatient Treatment \$705,889.95

Department of Behavioral Health CBHTR – Residential Substance \$303,200.60

Department of Behavioral Health Rural Human Services \$65,000.00

SAMSHA, 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

Holley Dennison

From: Joel Hanson <jhanson@sailinc.org>
Sent: Friday, August 20, 2021 12:41 PM
To: Holley Dennison
Cc: Sierra Jimenez
Subject: SAIL CBS Non Profit Grant Application
Attachments: SAIL City of Sitka FY22 Grant App Final.pdf

Hello Holley,

I have completed the City and Borough of Sitka FY22 General Fund Application for non-profits for SAIL. I have attached it to this email as a PDF. Please let me know if you have any questions or need any additional information from me.

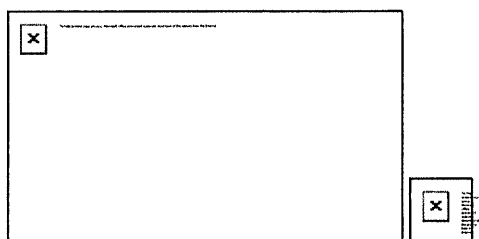
--

Gunalchéesh / Háw'aa / Thank you

Joel Hanson
 Sitka Program Director
 Southeast Alaska Independent Living
 Pronouns: He/Him/His Why Pronouns Matter

NOTE NEW PHONE NUMBERS BELOW

SAIL Office: 1.888.500.7245
 Direct Line: 1.888.487.1032
 SAIL Cell: 907.738.1491
 Fax: 1.888.521.4870
www.sailinc.org



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):

Name of Contact Person: Joel Hanson

Phone: (888) 487-1032 Email: jhanson@sailinc.org

Mailing address: 514 C Lake Street Sitka Alaska 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: \$20,000

Match Dollars Committed: \$266,126

Percentage: 92.5% Committed and 7.5% Requested

Sources of Matched Dollars: Department of Health and Social Services: DDRRC, ADRC, CIMG OBA and IL Grants.

Health and Human Services-ACL Grant. White Elephant, Sitka Charitable Trust, Donations, Fundraising Fees for service

Brief Description of the Purpose of the Grant: SAIL requests to provide essential, often urgent services and support

to seniors and/or people who experience a disability. Additionally SAIL will engage the community through accessibility

assessments and education to increase inclusion of people who experience disabilities..

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 *Joel Hanson*

Title: SAIL Sitka Program Director Date: 8/20/2021

1. Project Description - Grant Category: Human Services

Southeast Alaska Independent Living (SAIL)'s mission is simple. It is to *Inspire Personal Independence*. The SAIL Sitka Program empowers seniors and people who experience disabilities by promoting options to live as active, productive, and involved citizens. SAIL does this by providing services and support necessary for independent living including home modifications, emergency financial assistance, loans of assistive devices and durable medical equipment, peer support groups, recreation and community inclusion activities, employment services and providing educational and outreach programs to the Sitka community.

SAIL does not duplicate services provided by other agencies in a service area, instead it collaborates with existing agencies and attempts to pick up what is 'falling through the cracks.' Our collaborative efforts with local organizations such as Alaska Division of Vocational Rehabilitation, Center for Community, Brave Heart Volunteers, Sitka Tribe of Alaska, Baranof Island Housing Authority, Alaska Housing Finance Corporation, SEARHC, Youth Advocates of Sitka, Sitkans Against Family Violence, Sitka School District, Sitka Counseling & Prevention, Sitka Public Library, Southeast Senior Services, Hames PE Center, CBS departments and many other agencies are a key to our success.

What will be done with the funds and who will do it: The nature of our work and mission requires SAIL services to be extremely personnel intensive—in Sitka, personnel costs account for 79% of the operating budget. Our services are delivered by a Program Director/Independent Living Advocate, an Independent Living Advocate and Recreation Coordinator Jesuit Volunteer/Americorps Member, an Employment Specialist/Independent living Advocate, and an Aging and Disability Resource Center Specialist and a part-time assistant. We are currently in the hiring process for the Aging and Disability Resource Center Specialist.

This proposal requests \$13,749 for personnel expenses to serve our consumers and to provide disability awareness presentations to the broader community and \$6,251 for operating costs necessary to deliver essential services. Although this request for \$20,000 represents only 7.5% of our annual budget, support by the City is a vital piece in demonstrating community buy-in, which is critical to leveraging outside dollars to fund our core programs here in Sitka.

Who will be served: SAIL Sitka serves seniors and people of all ages and all disabilities including: physical, cognitive, neurological, and mental health disabilities. Thanks to funding received from the City and Borough last year, SAIL Sitka provided Independent Living Services to a total of 150 active consumers. Furthermore, 23 consumers met their goals for independent living and completed use of SAIL's services during the FY21. 205 individuals acquired information, referrals and/or necessary Assistive Technology and durable medical equipment through our loan closet, with another 27 individuals receiving goods and services through our Last Resort Fund. 12 local high school students have received special services to help them transition into adulthood after a school career with support from special education teachers. 6 young adults participated in SAIL's Summer Work Program in partnership with the Division of Vocational Rehabilitation, Sitka Trail Works, Cistka Cycling Club, Alaska State Parks, US Forest Service and Youth Advocates of Sitka.

In all, these services dramatically impact the safety, independence, and quality of life of local residents in need. We collaborated with numerous local agencies to ensure success for these individuals as well as share education and awareness to increase understanding of disabilities and foster acceptance of all people.

Disability Awareness and Americans with Disabilities Act (ADA) presentations will continue to be offered to community groups as requested. Last year SAIL provided presentations to many local businesses & community groups.

When will service be provided: Project services and expenses will be conducted throughout FY22.

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; FY2020 \$7,742; FY2021 \$6,500

2. Expected Outcomes

Measurement of Success: The success and community benefit of this project will be measured by comparing stated objectives and outcomes (table below) against actual results. Obtaining these objectives or “outputs” is quantifiable, tangible and easily measured. Outcomes such as maintaining or increasing independence, improvement in attitudes and quality of life improvements, by nature are more difficult to measure. Therefore, pre- and post-service surveys and comparison of individual goals to post-service results will be used.

Tangible Community Benefits:

Objective	Outcome
Empower two hundred (200) Sitka residents by providing Independent Living services for individualized requests (e.g. assistance securing essential life services such as housing, employment, transportation, and benefits such as Social Security, Medicaid, Alaska Public Assistance, etc.)	Sitka residents with disabilities or seniors will increase or maintain independence; increase self-esteem; become active, productive and involved citizens. Bettering the entire community.
Twenty-five (25) 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 (10) 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 voluntarily become more accessible after learning the direct benefits of removing both architectural and attitudinal barriers.
Help one hundred (150) individuals acquire necessary Assistive Technology, home modifications, durable medical equipment or funding through the Loan Closet and Last Resort Fund.	Provide more accessibility, safer environments and reduce health disparities in the home, community and workplace. Allow individuals to remain in their home and community.

Evaluation/Benchmarks- SAIL maintains complete records for all services and programs both to ensure we meet the needs of our consumers and the community and to provide accurate and timely reports. We use a number of methodologies to evaluate programs and services, ascertain the project is going in the right direction, and adjust services accordingly, as noted below:

- Consumers identify specific individual goals during the original point of program entry; progress and goal attainment monitored
- All individualized and community services are documented in MiCIL, a database designed specifically for Independent Living Centers such as SAIL
- Teachers, students and businesses are surveyed before and after disability awareness training
- Quarterly and annual fiscal & narrative reporting comparing proposed to actual results
- Yearly consumer satisfaction surveys mailed to consumers and results are collated
- Website feedback links. Annual fiscal audits by the firm of Elgee, Rehfeld and Mertz CPAs. Regular site reviews by Alaska Department of Health and Social Services and the US Dept. of Education-Rehabilitation Services Administration

3. Statement of Need

Funding Category: This proposal aligns with the **Human Services** Category.

Documented Need:

According to the State of Alaska Governor's Council on Disabilities and Special Education, "it is generally accepted that 1 in 7 people have some sort of disability according to the definition used in the American with Disabilities Act." Roughly 1,300 Sitka residents experience a disability. We also offer our services, as Sitka's Aging and Disability Resource Center, to everyone over 60. In Sitka there are over 1,800 seniors.

Healthy People 2020, a joint project of the US Department of Health and Human Services, Centers for Disease Control and Prevention, and the US Department of Education-National Institute on Disability and Rehabilitation Research, reported, "People with disabilities play an important and valued role in every community. All people, including people with disabilities, must have the opportunity to take part in important daily activities that add to a person's growth, development, fulfillment, and community contribution. The Disability and Health objectives highlight areas for improvement and opportunities for people with disabilities:

- 1- Reduce the proportion of people with disabilities who report barriers to obtaining the assistive devices, service animals, technology services, and accessible technologies that they need.
- 2- Reduce the proportion of people with disabilities who encounter barriers to participating in home, school, work, or community activities.

Without these opportunities, people with disabilities will continue to experience disparities, compared to the general population. The 2020 objectives were developed with extensive input from disability communities, and this partnership between the public health and disability communities must continue over the decade in order to meet the *Healthy People 2020* objectives."

The need for disability awareness education is expressed well by Judy Heumann, former Assistant Secretary at the Office of Special Education and Research Services at the United States Department of Education, when she said: "When I speak out about the oppression of people with disabilities, some professionals will ask, 'Is she bitter about being handicapped?' The answer is yes, I am bitter about being handicapped, but not about having a disability for **it is not my disability that handicaps me. It is society that handicaps me**, and my brothers and sisters, handicaps us by building inaccessible schools, theaters, buses, houses, and the list goes on. All this helps keep us in our place."

As individuals age (and we know Sitka is the fastest aging community in the state, per capita) they more often than not have need for adaptive equipment, including durable medical equipment to live more independently and safely in their homes. SAIL's Loan Closet and HomeMAP assessments are available to assist with needed accommodations so seniors can live safely and independently in their home and community of choice.

This proposal directly addresses the documented need for assistive technology, accessibility modifications, and social participation for seniors and people with disabilities and the need for education and public awareness about the subject of 'disability.'

Funding Leverage: This proposal will most definitely help SAIL Sitka leverage additional program support. Most grant applications SAIL puts forward look for demonstration of community support. Funding provided by the City of Sitka is a proven commitment to our services and to the city's support of and belief in, the necessity of our programs.

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

Track Record – SAIL has enjoyed an impeccable record for grant management and service delivery since its inception. The State Independent Living Council conducts an annual consumer satisfaction survey throughout the state and results show an overwhelming enthusiasm for SAIL. The agency and staff have received local, state, and national recognition for excellence. The Alaska Legislature has honored SAIL with a proclamation for providing “people with disabilities the chance to work for self-determination, equal opportunities and self-respect.” SAIL has demonstrated success for the last twenty eight years, managing literally dozens of grants every year—every one, without exception, completed successfully.

Community Support – One of the agency’s biggest strengths is our ability to collaborate with others by leading and participating in community coalitions. Currently SAIL has active partnerships with numerous 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, Veterans Administration, and others. In addition to agency support, SAIL is supported financially by individual and business donors.

The support of the City and Borough of Sitka is a very important factor in our ability to leverage additional funds. The Last Resort Fund (LRF) is a fund of last resort and has a proven success rate at seeking out other agencies and alternative funding before the LRF kicks in. Most often this leads to a collaborative effort with different agencies, businesses and individuals. Though the successes we witness at SAIL could appear minor to some, for those we serve they are major.

Here's one example of the services that SAIL provides: We have been working with someone over the last six month who lost her social security disability income because she forgot to properly report her income from her job. This made it difficult for her to pay bills and stay on top of her rent. We helped her file an appeal with the Social Security Administration. We also helped fill in the gaps with funding from SAIL’s small Last Resort Fund to pay for art supplies and other items that were critical to her employment. We also helped this person apply to a rental relief program through Alaska Housing Finance Corporation and spoke with her to her landlord about rental payments and her recent change in income. We also applied to a Alaska Mental Health Trust Authority Mini-Grant to pay for car repairs, new clothes, a laptop and a speech to text program because her disability makes it difficult for her to type on a computer, which is also essential for her personal and employment business. Lastly, after a negative experience on a plane to Anchorage for a medical procedure in which she experience racial discrimination, SAIL provided a listening ear to validate her experience and work toward a solution with the help of the Sitka Tribe of Alaska. Lastly, SAIL is in the process of referring her to the State of Alaska’s Division of Vocational Rehabilitation office so that she can have a benefits analysis done to make sure that she is getting the most that she can out of her benefits with Social Security and employment. Most recently, after many calls to the Social Security Administration advocating for this individual, she recently called SAIL and happily stated that her SSDI benefits were reinstated!

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.

SAIL Board Officers: Board Chair, Norton Gregory – Douglas; Vice Chair, Jeff Irwin – Gustavus; Secretary, Suzanne Williams, Ketchikan; Treasurer Mary Gregg, Ketchikan

Members: Bob Purvis, Sitka; Cheryl Putnam, Juneau; Brandee Gerke, Juneau; Ellen Pavitt, Juneau

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.					
Sitka City Grant Proposal - Fiscal Year 2022					
Detailed Sitka Program Budget FY22 and Actual Revenue and Expense FY21					
EXPENDITURES		This	Other	TOTAL	TOTAL
	FTE	Request	Funds	Budget	Actual
				FY 2022	FY21
A. 100 Personnel Services					
Sitka staff	3.10	\$10,869	\$152,636	\$163,505	\$117,122
Jesuit Volunteer	1.00		\$18,000	\$18,000	\$17,962
Fringe Benefits/Payroll taxes		\$2,880	\$43,485	\$46,365	\$35,866
TOTAL Personnel Services		\$13,749	\$214,121	\$227,870	\$170,950
B 200 Travel					
Staff travel		\$0	\$0		
Auto gas		\$0	\$800	\$800	\$430
TOTAL Travel		\$0	\$800	\$800	\$430
C. 300 Facility					
Office rental		\$1,190	\$11,810	\$13,000	\$12,326
Postage		\$12	\$488	\$500	\$342
Telephone		\$278	\$4,422	\$4,700	\$4,620
TOTAL Facility		\$1,480	\$16,720	\$18,200	\$17,288
D. 400 Supplies					
Office supplies		\$71	\$929	\$1,000	\$997
Program supplies		\$1,000	\$500	\$1,500	\$426
TOTAL Supplies		\$1,071	\$1,429	\$2,500	\$1,423
E. 500 Equipment					
Vehicle		\$0	\$1,000	\$1,000	\$1,200
TOTAL Equipment		\$0	\$1,000	\$1,000	\$1,200
F. 600 Other Operating Expense					
Accounting		\$0	\$0	\$0	\$0
Agency liability insurance		\$0	\$0	\$0	\$0
Advertising		\$0	\$0	\$0	\$0
Dues, fees, and licenses		\$0	\$0	\$0	\$0
Consumer Service Fund		\$0	\$0	\$0	\$0
Education & Training		\$0	\$0	\$0	\$0
Scholarships		\$0	\$250	\$250	\$47
Tech Support		\$0	\$0	\$0	\$0
Audit		\$0	\$0	\$0	\$0
Fundraising expense		\$0	\$2,000	\$2,000	\$0
Indirect Cost Rate		\$3,700	\$29,806	\$33,506	\$39,798
TOTAL Other Expense		\$3,700	\$32,056	\$35,756	\$39,845
TOTAL PROJECT COSTS		\$20,000	\$266,126	\$286,126	\$231,136
REVENUE					
		Project	Other	TOTAL	
		Request	Funds	Project	
				Budget	
Local, State, Federal grants					
Sitka City grant		\$20,000		\$20,000	\$6,500
DHSS STAR, ADRC, CIMG AND IL			\$75,000	\$75,000	\$71,257
HHS-ACL			\$94,731	\$94,731	\$85,000
DHSS OBA grant			\$15,550	\$15,550	\$11,000
Fundraising and Support				\$0	
White Elephant			\$3,000	\$3,000	\$765
Sitka Charitable Trust			\$6,845	\$6,845	\$6,614
Donations			\$7,000	\$7,000	\$5,000
Fundraising			\$4,000	\$4,000	
Fees for service			\$60,000	\$60,000	\$45,000
TOTAL PROJECT REVENUE		\$20,000	\$266,126	\$286,126	\$231,136

Non-profit Documentation Attached below

CBS Liabilities Form Attached below

SAIL Business License Attached below

SAIL Statement of assets, revenues, and expenditures for previous year Attached below



Department of the Treasury
Internal Revenue Service

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

In reply refer to: [REDACTED]
Mar. 28, 2016 LTR 4168C 0
[REDACTED] 000000 00
00029548
BODC: TE

51

SOUTHEAST ALASKA INDEPENDENT LIVING
INC
SAIL
3225 HOSPITAL DR UNIT 300
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.

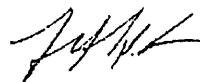
For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

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).

Mar. 28, 2016 LTR 4168C 0
000000 00
00029549

SOUTHEAST ALASKA INDEPENDENT LIVING
INC
SAIL
3225 HOSPITAL DR UNIT 300
JUNEAU AK 99801-7863

Sincerely yours,



Jeffrey I. Cooper
Director, EO Rulings & Agreement

General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

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

Organization Name: Southeast Alaska Independent Living

- Property Tax

Justin Harris

Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris

Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Erica Stocker

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note

Denise Salter

Denise Salter, Controller
747-1836

- Utilities

Erica Stocker

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

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

3225 HOSPITAL DR UNIT 300, JUNEAU, AK 99801-7863

owned by

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

is licensed by the department to conduct business for the period

October 31, 2019 to December 31, 2021
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



FINANCIAL STATEMENTS

June 30, 2020 and 2019
Together with Independent Auditor's Report

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Southeast Alaska Independent Living, Inc.
Juneau, Alaska

Report on the Financial Statements

I have audited the accompanying financial statements of the Southeast Alaska Independent Living, Inc. ("SAIL", a nonprofit organization), as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audits. I conducted my audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that I plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Max E. Mertz, CPA, 3140 Nowell Ave., Juneau, AK 99801
907.957.7131, max@mertzcpa.com

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of SAIL as of June 30, 2020 and 2019, and the changes in net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

A handwritten signature in dark ink, appearing to be 'MEU' or similar, written in a cursive style.

October 9, 2020

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENTS OF FINANCIAL POSITION

June 30, 2020 and 2019

	2020	2019
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents:		
Operating	\$ 376,208	\$ 438,456
Project Playground - Juneau and Sitka	-	23,684
Accounts and grants receivable	426,119	354,921
Prepays and deposits	49,474	36,098
Total Current Assets	851,801	853,159
PROPERTY AND EQUIPMENT, net	668,098	199,237
LONG-TERM INVESTMENTS	237,852	231,391
BENEFICIAL INTEREST	95,005	92,043
Total Assets	\$ 1,852,756	\$ 1,375,830
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$ 14,995	\$ 89,163
Accrued payroll expenses	121,999	95,873
Payable to Project Playground - Juneau and Sitka	-	23,684
Paycheck Protection Program advance	86,334	-
Refundable advances	81,268	34,878
Total Current Liabilities	304,596	243,598
NET ASSETS		
Without Donor Restrictions		
Undesignated	384,950	534,544
Invested in equipment and leasehold improvements	668,098	199,237
Beneficial interest	95,005	92,043
Board-designated endowment	237,852	231,391
Total Net Assets Without Donor Restrictions	1,385,905	1,057,215
With Donor Restrictions	162,255	75,017
Total Net Assets	1,548,160	1,132,232
Total Liabilities and Net Assets	\$ 1,852,756	\$ 1,375,830

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

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENTS OF ACTIVITIES

For the Years Ended June 30, 2020 and 2019

	For the Year Ended June 30, 2020			For the Year Ended June 30, 2019		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
CONTRIBUTIONS AND REVENUE						
CONTRIBUTIONS						
Grants and Contracts from Government Agencies						
Federal government	\$ 482,501	\$ -	\$ 482,501	\$ 639,631	\$ -	\$ 639,631
State of Alaska, including federal pass-thru grants	966,771	-	966,771	920,374	-	920,374
Local governments	235,880	-	235,880	130,905	-	130,905
Total Government Grants and Contracts	1,685,152	-	1,685,152	1,690,910	-	1,690,910
Contributions from non-governmental sources	293,048	162,255	455,303	174,271	75,017	249,288
Less: costs of direct benefits to donors	(8,814)	-	(8,814)	(14,665)	-	(14,665)
Total Contributions	1,969,386	162,255	2,131,641	1,850,516	75,017	1,925,533
REVENUES						
Program service fees	430,186	-	430,186	353,493	-	353,493
Investment income	10,462	-	10,462	14,538	-	14,538
Other income	1,668	-	1,668	22,988	-	22,988
Total Revenues	442,316	-	442,316	391,019	-	391,019
CONTRIBUTIONS PROVIDED BY EXPIRING TIME AND PURPOSE RESTRICTIONS						
	75,017	(75,017)	-	10,000	(10,000)	-
Total Contributions and Revenue	2,486,719	87,238	2,573,957	2,251,535	65,017	2,316,552
EXPENSES						
Program Services - Independent Living	1,750,746	-	1,750,746	1,836,509	-	1,836,509
Supporting Services:						
Management and general	377,180	-	377,180	349,802	-	349,802
Fundraising	30,103	-	30,103	27,517	-	27,517
Total Expenses	2,158,029	-	2,158,029	2,213,828	-	2,213,828
Change in Net Assets	328,690	87,238	415,928	37,707	65,017	102,724
NET ASSETS, beginning of year	1,057,215	75,017	1,132,232	1,019,508	10,000	1,029,508
NET ASSETS, end of year	\$ 1,385,905	\$ 162,255	\$ 1,548,160	\$ 1,057,215	\$ 75,017	\$ 1,132,232

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

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended June 30, 2020

	PROGRAM SERVICES	SUPPORTING SERVICES		TOTAL EXPENSES
	Independent Living	Management and General	Fundraising	
Personnel services	\$ 1,024,448	\$ 233,004	\$ 4,896	\$ 1,262,348
Travel	44,234	377	2,712	47,323
Facility	146,083	30,224	7,901	184,208
Supplies	49,783	2,113	8,334	60,230
Equipment	27,421	-	-	27,421
Other expenses	56,929	44,227	6,260	107,416
Contracts	337,854	62,508	-	400,362
Depreciation and amortization	63,994	4,727	-	68,721
Total Expenses	\$ 1,750,746	\$ 377,180	\$ 30,103	\$ 2,158,029

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

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENT OF FUNCTIONAL EXPENSES

For the Year Ended June 30, 2019

	PROGRAM SERVICES	SUPPORTING SERVICES		TOTAL EXPENSES
	Independent Living	Management and General	Fundraising	
Personnel services	\$ 1,021,823	\$ 199,230	\$ 5,983	\$ 1,227,036
Travel	73,287	4,375	3,053	80,715
Facility	139,894	33,124	7,972	180,990
Supplies	73,609	2,459	3,804	79,872
Equipment	6,817	330	430	7,577
Other expenses	51,720	47,128	6,075	104,923
Contracts	399,189	58,185	200	457,574
Depreciation and amortization	70,170	4,971	-	75,141
Total Expenses	\$ 1,836,509	\$ 349,802	\$ 27,517	\$ 2,213,828

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

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

STATEMENTS OF CASH FLOWS

For the Years Ended June 30, 2020 and 2019

	2020	2019
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash Inflows from Operations		
Cash received from grants and government contracts	\$ 1,660,344	\$ 1,577,482
Cash received from contributions	532,823	229,744
Cash received from service fees	430,186	418,995
Cash received from interest	7,500	14,538
Cash received from other sources	1,668	22,863
Cash Outflows from Operations		
Cash paid to employees	(1,236,222)	(1,231,512)
Cash paid to suppliers	(938,188)	(950,539)
Net Cash Provided by Operating Activities	458,111	81,571
CASH FLOWS FROM INVESTING ACTIVITIES		
Cash paid for long-term investment	(6,461)	(6,530)
Cash paid for equipment	(537,582)	(22,995)
Net Cash Used for Investing Activities	(544,043)	(29,525)
Change in cash and cash equivalents	\$ (85,932)	\$ 52,046
Cash and Cash Equivalents, Beginning of Year	462,140	410,094
Cash and Cash Equivalents, Beginning of Year	\$ 376,208	\$ 462,140

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

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

NOTE 1 – DESCRIPTION OF ORGANIZATION

Southeast Alaska Independent Living, Inc. (SAIL) is an advocacy-oriented organization that was incorporated in November 1992. SAIL is a Center for Independent Living and an Aging and Disability Resource Center whose mission is to “Inspire Personal Independence” by providing and promoting options for Southeast Alaskans to live as active, productive, and involved citizens in their community of choice.

SAIL provides consumer directed independent living services to seniors and people with significant disabilities throughout Southeast Alaska, enabling increased options for active, involved, productive and integrated community living. SAIL provides five core services, 1) Advocacy, 2) Information and Referral; 3) Peer Support; 4) Independent Living Skills training; and 5) Transition Services. SAIL is significantly funded by federal and state of Alaska grants to promote independent living.

SAIL is controlled by a Board of Directors who has hired an Executive Director to carry on the day-to-day activities of the organization.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

SAIL prepares its financial statements in accordance with generally accepted accounting principles promulgated in the United States of America (U.S. GAAP) for not-for-profit entities. The significant accounting and reporting policies used by SAIL are described subsequently to enhance the usefulness and understandability of the financial statements.

Basis of Accounting

SAIL prepares its financial statements using the accrual basis of accounting and accounting principles generally accepted in the United States of America.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period and the reported amounts of assets and liabilities at the date of the financial statements. On an ongoing basis, SAIL's management evaluates the estimates and assumptions based upon historical experience and various other factors and circumstances. SAIL's management believes that the estimates and assumptions are reasonable in the circumstances; however, the actual results could differ from those estimates.

Net Assets

The financial statements report net assets and changes in net assets in two classes that are based upon the existence or absence of restrictions on use that are placed by its donors, as follows:

Net Assets Without Donor Restrictions

Net assets without donor restrictions are resources available to support operations. The only limits on the use of these net assets are the broad limits resulting from the environment in which it operates,

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements that are entered into in the course of its operations.

Net Assets with Donor Restrictions

Net assets with donor restrictions are resources that are restricted by a donor for use for a particular purpose or in a particular future period. Some donor-imposed restrictions are temporary in nature, and the restriction will expire when the resources are used in accordance with the donor's instructions or when the stipulated time has passed. Other donor-imposed restrictions are perpetual in nature; SAIL must continue to use the resources in accordance with the donor's instructions.

SAIL's unspent contributions are included in this class if the donor limited their use.

When a donor's restriction is satisfied, either by using the resources in the manner specified by the donor or by the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. SAIL also classifies donor restricted amounts as unrestricted if it satisfied the restriction in the same fiscal year in which the support was received. Net assets restricted for acquisition of buildings or equipment (or infrequently, the contribution of those assets directly) are reported as net assets with donor restrictions until the specified asset is placed in service by SAIL, unless the donor provides more specific directions about the period of its use.

Classification of Transactions

All revenues are reported as increases in net assets without donor restrictions in the statement of activities unless the donor specified the use of the related resources for a particular purpose or in a future period. All expenses and net losses other than losses on endowment investments are reported as decreases in net assets without donor restrictions. Net gains on beneficial interests increase net assets with donor restrictions, and net losses on beneficial interests reduce that net asset class.

Cash and Cash Equivalents

SAIL considers all cash on-hand and in certificates of deposit, and checking and savings accounts to be cash and cash equivalents. Cash associated with gaming activities is maintained in a separate bank account, as required by State statute and regulations. SAIL maintains cash balances at several Alaska-based financial institutions. Deposit accounts at each are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per account. The balances in these accounts occasionally exceed these limits.

Accounts and Grants Receivables

Accounts and grants receivable consist of amounts due from grantors on cost reimbursements grants, and amounts from customers on contractual or fee for service arrangements. Management believes that all receivables are collectible in full. Accordingly, no allowance for doubtful receivables has been made.

Prepaid Expenses and Deposits

Prepaid expenses and deposits include amounts paid in advance for insurance agreements, and resulting from facility rental agreements.

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

Equipment and Leasehold Improvements

Equipment and leasehold improvements are recorded in the balance sheets at cost or, in the case of donated property, at their estimated fair value at date of receipt. Equipment is capitalized if it has a cost of \$5,000 or more and a useful life when acquired of more than one year. Depreciation is calculated by the straight-line method over the useful lives of the assets, estimated to be five to ten years. Repairs and maintenance that do not significantly increase the useful life of an asset are expensed as incurred; major renewals and betterments are capitalized.

Equipment and leasehold improvements are reviewed for impairment when a significant change in the asset's use or another indicator of possible impairment is present. No impairment losses were recognized in the financial statements in the current period.

Long-Term Investments and Board Designated Endowment

Long-term investments consist of an account with the Alaska Community Foundation (ACF), purchased with board-designated resources in fiscal year 2018, which have been set aside by the Board of Directors for an indeterminate period to operate in a manner similar to a donor-restricted perpetual endowment. Because a board-designated endowment results from an internal designation, it can be spent upon action of the Board of Directors. ACF is an Alaska-based 501 (c)(3) charitable organization and SAIL's account with ACF, titled the Sail Inc. Fund is a component of ACF as defined in Section 1.170A-9(f)(11) of the Internal Revenue Code. ACF manages and invests the Sail Inc. Fund and it is commingled with the assets of ACF.

Endowment investments are reported at fair value as reported by ACF, with changes to fair value reported as investment return in the statements of activities. Purchases and sales of investments are reported on the trade date. The investment and spending policies for the Board designated endowment are discussed in note 8.

Beneficial Interest

SAIL is the irrevocable beneficiary of a perpetual charitable trust held by the Juneau Community Foundation (JCF), which was established by the Board of Directors in fiscal 2018 through a transfer of unrestricted assets to JCF. The beneficial interest is reported at its fair value, which is estimated as the fair value of the underlying trust assets. Distributions of income from the trust assets are restricted to support SAIL as its Board of Directors deems necessary and are reported as investment return. The value of the beneficial interest is adjusted annually for the change in its estimated fair value.

Accrued Personal Leave

SAIL recognizes employee compensation for future absences as a liability when earned. Accrued leave is based upon an established monthly accrual at the employee's hourly rate of pay. The accrual is adjusted when an employee uses leave or requests a payment of cash in lieu of actual personal leave taken.

Accounting for Contributions

SAIL, as noted under Change in Accounting Principles below, has implemented the new accounting and reporting standards regarding contributions. The new standard clarifies distinguishing between exchange transactions, and those of a non-reciprocal arrangement leading to a contribution, while providing rules and guidance on what constitutes an underlying condition that may be associated with a contribution.

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Conditional contributions are determined on the basis of whether or not an underlying agreement includes both a barrier that must be overcome and either a right of return of assets transferred or a right of release of a promisor's obligation to transfer assets. If both exist, then the contribution is conditional. Barriers include and are not limited to:

- Measurable performance-related barrier(s) (e.g., specified level of service, specific output, or outcome, matching requirement);
- Extent to which a stipulation limits discretion on conduct of activity (e.g., qualifying expenses, specific protocols); and
- Extent to which a stipulation is related to the purpose of the agreement (excludes administrative or trivial).

Conditional contributions are not recognized as revenue until they become unconditional, that is, until all conditions on which they depend are substantially met. Therefore, any respective advance payments received are recorded as a refundable advance and subsequently recognized as contribution revenue when the underlying conditions are fulfilled. Refundable advances are disclosed in Note 11.

SAIL may be a beneficiary under donors' wills. Contributions from bequests are recognized as contributions receivable when the probate court declares that the will is valid and SAIL has an irrevocable right to the bequest.

Gifts-in-Kind Contributions

SAIL receives contributions in a form other than cash or investments. Most are donated independent-living equipment, which are recorded as contributions at the date of gift and as expenses when the donated items are placed into service or distributed. If SAIL receives a contribution of equipment, the contributed asset is recognized as an asset at its estimated fair value at the date of gift, provided that the value of the asset and its estimated useful life meets SAIL's capitalization policy.

SAIL benefits from personal services provided by a substantial number of volunteers. Those volunteers have donated significant amounts of time and services to SAIL's program operations and its fund-raising activities. However, the majority of the contributed services do not meet the criteria for recognition in financial statements. GAAP allow recognition of contributed services only if (a) the services create or enhance nonfinancial assets or (b) the services would have been purchased if not provided by contribution, require specialized skills, and are provided by individuals possessing those skills. None of the donated services met those criteria in fiscal years 2020 and 2019.

Federal and State Grant and Contract Recognition

SAIL receives grants and contracts from federal governmental agencies for the purpose of providing a social benefit to the general public. Contributions derived from cost-reimbursable federal and state contracts and grants is conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as grant contributions when

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

expenditures are incurred expenditures in compliance with specific contract or grant provisions. Grants receivables are recorded to the extent unreimbursed expenses have been incurred for the purposes specified by the granting agency. Funds received in advance, and those that are unexpended as of year-end, are reflected as a refundable advance.

Grants from federal agencies are subject to independent audit under the Office of Management and Budget's audit requirements for federal awards and review by grantor agencies. Grant funds from State agencies are subject to independent audit per the State of Alaska's audit requirements for state awards and reviews by grantor agencies. Such reviews could result in the disallowance of expenditures under the terms of the grant or reductions of future grant funds. Based on prior experience, SAIL's management believes that costs ultimately disallowed, if any, would not materially affect the financial position of SAIL. SAIL was not subject to federal or State grant audit requirements in fiscal year 2020, It was subject to federal, but not State, grant audit requirements in 2019.

Service Fees and Other Revenue Recognition

SAIL earns revenue providing services under its support programs as discussed in Note 1. SAIL recognizes revenue from providing these services when the performance obligations of transferring the products and/or providing the services are met.

Expense Recognition and Allocation

The cost of providing SAIL's programs and other activities is summarized on a functional basis in the statement of activities and statement of functional expenses. Expenses that can be identified with a specific program or support service are charged directly to that program or support service. Costs common to multiple functions have been allocated among the various functions benefited using a reasonable allocation method that is consistently applied, as follows:

- Salaries and wages, benefits, and payroll taxes are allocated based on time records prepared by SAIL's employees.
- Rent, supplies, postage and internet and telephone costs are allocated quarterly based on the proportion of each program's personnel expenses determined using payroll time records.

Management and general expenses include those costs that are not directly identifiable with any specific program, but which provide for the overall support and direction of SAIL. These expenses are charged to programs based on SAIL's federally approved indirect cost rate.

Fundraising costs are expensed as incurred, even though they may result in contributions received in future years. SAIL generally does not conduct its fundraising activities in conjunction with its other activities. In the few cases in which it does, such as when the annual report or donor acknowledgements contain requests for contributions, joint costs have been allocated between fundraising and management and general expenses in accordance with standards for accounting for costs of activities that include fundraising. Additionally, advertising costs are expensed as incurred.

Income Taxes

SAIL is exempt from federal income taxation under Section 501(c)(3) of the Internal Revenue Code (IRC), though it would be subject to tax on income unrelated to its exempt purposes (unless that income is otherwise excluded by the IRC). Contributions to SAIL are tax deductible to donors under Section 170 of the IRC. SAIL is not classified as a private foundation. Management believes that it has appropriate

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

support for any tax positions taken. SAIL's federal income tax returns (Form 990) are subject to possible examination by the Internal Revenue Service until the expiration of the related statute of limitations on those tax returns, which, in general, have a three-year statute of limitations.

Management's Use of Estimates

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

Change in Accounting Principles

SAIL implemented Financial Accounting Standard Board (FASB) ASU No. 2018-18 "*Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*" in the current year, applying the changes retrospectively. The ASU was issued to clarify and improve the guidance for distinguishing transactions that are contributions from those that are exchange transactions. The ASU also provides guidance for determining if a contribution that is a promise to give is conditional.

This ASU amends the definition of a donor-imposed condition to state it must include both (a) one or more barriers that must be overcome before the organization is entitled to the promised assets, and (b) a right of release from the obligation stipulating the donor has the right to be released from its obligation to transfer assets or to reduce, settle, or cancel liabilities.

The implementation had no effect on net assets.

Recent Accounting Pronouncements

SAIL is evaluating the impact of the recent accounting pronouncements, listed below, on SAIL's financial position, results of operations or cash flows. The impact of adoption has not been fully determined. Other accounting standards that have been issued or proposed by the FASB, or other standard-setting bodies, not listed below, will also be evaluated prior to their effective date.

ASU 2016-02

In February 2016, the FASB issued ASU No. 2016-02, "Leases (Topic 842)." The amendments in this update will supersede much of the existing authoritative guidance for leases. This guidance requires lessees to recognize right-of-use assets and liabilities on their balance sheet for all leases with terms longer than twelve months. In November 2019, the FASB issued ASU No. 2019-10 (including Leases Topic 842) which added a year to the effective date of ASU 2016-02. In June 2020 the FASB issued ASU 2020-05 in response to the COVID pandemic adding another year to the effective date. The amendments in ASU 2016-02 are now effective for fiscal years beginning after December 15, 2021 with early application permitted. SAIL plans to adopt ASU 2016-02 in its fiscal year ended June 30, 2023. Management currently does not anticipate a significant impact as a result of adoption.

ASU 2015-14

In August 2015, the FASB issued ASU No. 2015-14, "Deferral of the Effective Date" which modified ASU No. 2014-09, "Revenue from Contracts with Customers (Topic 606)" which was issued by the FASB in May 2014. These standards replace existing revenue recognition rules with a comprehensive revenue measurement and recognition standard and expanded disclosure requirements. ASU 2015-14 is effective for not-for-profits entities annual reporting periods beginning after December 15, 2018, including interim

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

reporting periods within that reporting period. In June 2020 the FASB issued ASU 2020-05 in response to the COVID pandemic adding another year to the effective date. The amendment is required to be applied retrospectively and all entities can adopt the standard as early as the original effective date. SAIL plans to adopt ASU 2015-14 in its fiscal year ended June 30, 2021 and does not anticipate a significant impact as a result of adoption.

Subsequent Events

SAIL has evaluated subsequent events through the date of the Independent Auditor's Report, which is commensurate with the date the financial statements were available to be issued.

Reclassification

Certain amounts presented for the prior year have been reclassified to conform to the current year presentation.

NOTE 3 - LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of June 30, are:

	2020	2019
Financial assets:		
Cash and cash equivalents	\$ 376,208	\$ 462,140
Accounts and grants receivable	426,119	354,921
Long-term investments	237,852	231,391
Beneficial interest	95,005	92,043
Total financial assets	1,135,184	1,140,495
Less financial assets had to meet donor-imposed restrictions:		
Beneficial interest	(95,005)	(92,043)
Less amounts held by SAIL for Project Playground	(-)	(23,684)
Less board-designated endowment	(237,852)	(231,391)
<u>Amount available for general expenditure within one year</u>	<u>\$ 802,327</u>	<u>\$ 793,377</u>

The above table reflects board-designated endowment funds as unavailable because it is SAIL's intention to invest those resources for the long-term support of SAIL. However, in the case of need, the Board of Directors could appropriate resources from its designated endowment fund of \$237,852 and \$231,391 as of June 30, 2020 and 2019, respectively. Note 8 provides more information about those funds and about the spending policies for all endowment funds.

NOTE 4 – FAIR VALUE MEASUREMENTS

SAIL reports fair value measures of its assets and liabilities using a three-level hierarchy that prioritizes the inputs used to measure fair value. This hierarchy, established by GAAP, requires that entities maximize the use of observable inputs and minimize the use of unobservable inputs when measuring fair value. The

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

asset or liability's measurement within the fair value hierarchy is based on the lowest level of input that is significant to the measurement. The three levels of inputs used to measure fair value are as follows:

- Level 1 - Quoted prices for identical assets or liabilities in active markets to which SAIL has access at the measurement date.
- Level 2 - Inputs other than quoted prices included in level 1 that are observable for the asset or liability, either directly or indirectly. Level 2 inputs include:
 - quoted prices for similar assets or liabilities in active markets;
 - quoted prices for identical or similar assets in markets that are not active;
 - observable inputs other than quoted prices for the asset or liability (for example, interest rates and yield curves); and
 - inputs derived principally from, or corroborated by, observable market data by correlation or by other means.
- Level 3 - Unobservable inputs for the asset or liability. Unobservable inputs should be used to measure the fair value if observable inputs are not available.

When available, SAIL measures fair value using level 1 inputs because they generally provide the most reliable evidence of fair value. However, level 1 inputs are not available for certain assets including its long-term investment and its beneficial interest.

The primary uses of fair value measures in SAIL's financial statements are:

- Recurring measurement of the long-term investment (note 5).
- Recurring measurement of beneficial interests in trusts (note 6).

NOTE 5 – LONG-TERM INVESTMENT

Long-term investment includes SAIL's account with ACF which was reported by ACF to have a fair market value of \$237,852 and \$231,391 as of June 30, 2020 and 2019, respectively, and has a cost basis of \$225,000 and \$225,000 as of June 30, 2020 and 2019, respectively. Fair value is based on the underlying fair value of the ACF net assets. As of December 31, 2018, ACF's most recently available fiscal year financial statements, ACF reported total assets of \$92.9 million and net assets of \$76.4 million. SAIL's account is part of ACF's Agency Funds which totaled \$14.0 million as of December 31, 2018. ACF reported revenues of \$11.3 million and expenses of \$12.3 million in the year ended December 31, 2018.

The beneficial interest in assets held at the ACF is valued, as a practical expedient, at the fair value of the SAIL's share of ACF's investment pool as of the measurement date, utilizing valuations provided by the investment funds. The ACF values securities and other financial instruments on a fair value basis of accounting. The estimated fair values of certain investments of the Foundation, which includes private placements and other securities for which prices are not readily available, are determined by the management of the Foundation and may not reflect amounts that could be realized upon immediate sale, nor amounts that ultimately may be realized. Accordingly, the estimated fair values may differ significantly from the values that would have been used had a ready market existed for these investments. The ACF's investments are composed of approximately 8 percent cash and cash equivalents, 42 percent common equity accounts, 26 percent corporate, government and agency bonds, and 24 percent alternative investments including hedge funds, real estate and private equity funds. The beneficial interest in assets held at the Foundation is not redeemable by SAIL.

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

As discussed in note 4, SAIL is required to report its fair value measurements in one of three levels, which are based on the ability to observe the inputs to SAIL's valuation techniques in the marketplace. For its account with ACF, SAIL uses the fair value as reported in the account statement provided by ACF, and considers the underlying financial condition of ACF. Because there are no observable market transactions for assets similar to the account in ACF, the valuation technique used by SAIL is a level 3 fair value measure. The changes in long-term investment balances are reflected in Note 8.

NOTE 6 – BENEFICIAL INTEREST

SAIL's beneficial interest with JCF are neither in the possession of, nor under the control of, SAIL. The terms of the Endowment Agreement with JCF provide that SAIL is to receive an annual distribution from JCF, if requested by SAIL, in accordance with the spending policy established by the Board of JCF, not less than annually. The present spending policy of the JCF calls for no more than 5% of the average fund balance to be distributed to SAIL annually if SAIL chooses to make a distribution. As further discussed in Note 8, SAIL has adopted a spending plan, which is integrated with its endowment, for use of earnings from the beneficial interest

The beneficial interest is reported at its fair value, which is estimated as the fair value of the underlying JCF net assets. As of December 31, 2019, the end of JCF's most recently completed fiscal year, JCF reported total assets of \$66.2 million and net assets of \$63.5 million. SAIL's account is part of JCF's Agency Endowments which totaled \$2.7 million as of December 31, 2019. JCF reported revenues, net of investment losses of \$14.9 million and expenses of \$4.2 million in the year ended December 31, 2019. As discussed in note 4, because there are no observable market transactions for assets similar to the beneficial interest in the trust and because the trust cannot be redeemed, the valuation technique used by SAIL is a level 3 fair value measure.

The changes in SAIL's beneficial interest in JCF for the year ended June 30, are as follows:

	2020	2019
Beneficial interest, beginning of year	\$ 92,043	\$ 87,039
Contribution to JCF	-	-
Investment return earned by JCF	3,737	5,084
Administrative fees paid to JCF	(775)	(80)
Amount distributed to SAIL	-	-
Beneficial interest, end of year	\$ 95,005	\$ 92,043

Investment return, net of administrative fees paid to JCF, increases net assets with donor restrictions in the statement of activities.

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 7 – PROPERTY AND EQUIPMENT

SAIL's property and equipment and leasehold improvements consist of the following at June 30:

	2020	2019
Land	\$ 381,527	\$ -
Equipment	915,259	759,204
Leasehold improvements	60,244	60,244
Less: accumulated depreciation and amortization	(688,932)	(620,211)
Equipment and leasehold improvements, net	\$ 668,098	\$ 199,237

Depreciation and amortization expense was \$68,721 and \$75,141 for fiscal years 2020 and 2019, respectively.

The federal or state government retains a reversionary interest in equipment funded by federal or state monies, respectively, for individual items greater than \$5,000. Sale, trade-in or other disposition of such equipment generally requires notification of the appropriate federal or state authorities.

NOTE 8 – ACCOUNTING FOR ENDOWMENTS

SAIL's endowment consists of resources set aside by the Board of Directors to function as endowments (referred to as board-designated endowment funds). The board designated endowment is included in net assets without donor restrictions in the accompanying financial statements.

SAIL adopted an investment policy, as a component of its financial policies, which is monitored by the Finance/Investment/Audit Committee. The investment policy describes the objective for the fund which is to preserve capital, maintain liquidity to meet SAIL operating requirements, minimize credit, market and interest rate risk and provide the highest yield commensurate with the other objectives. The investment policy has established a guideline of maintaining at least three months of operating expenses in cash and cash equivalents, with remaining funds to be invested in fixed-income securities, endowed or non-endowed funds of an Alaska-based community foundation, or land and property.

SAIL has adopted a spending plan for its board-designated endowment and beneficial interest. Under the current plan, the board has determined that it will not use earnings in order to allow the funds to grow. On no less than an annual basis, the Board will evaluate SAIL's financial position to determine whether circumstances warrant a change to this policy that would allow spending of some earnings. Uses of the earnings of the board-designated endowment fund is integrated with SAIL's annual budget development and approval process.

The changes in SAIL's board-designated endowment fund for the year ended June 30, are as follows:

	2020	2019
Board-designated endowment, beginning of year	\$ 231,391	\$ 224,861
Contributions	-	-
Investment return	9,829	8,151
Administrative and custodial fees paid to ACF	(3,368)	(1,621)
Amount distributed to SAIL	-	-
Board-designated endowment, end of year	\$ 237,852	\$ 231,391

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 9 – OPERATING LEASES

SAIL leases office space in four Southeast Alaska communities in order to provide consumer services. Leases are either month to month or non-cancellable operating leases. Rent expense on office operating leases for the years ended June 30, 2020 and 2019 was \$ 141,242 and \$136,218, respectively.

The following are the minimum lease payments under noncancelable leases for each of the fiscal years ended June 30:

<u>Fiscal Year</u>	<u>Minimum Lease Payments</u>
2021	\$ 87,279
2022	14,222

NOTE 10 – PAYCHECK PROTECTION PROGRAM ADVANCE

The Paycheck Protection Program was established under the CARES Act on March 27, 2020 and was designed to provide cash-flow assistance to small businesses including certain not-for-profit organizations. This program provides relief as a result of the Coronavirus pandemic with loan funds to pay up to 24 weeks of payroll costs including fringe benefits, rent and utilities commencing on the date of loan origination. The Paycheck Protection Program is a loan program that is guaranteed in its entirety through the Small Business Administration and offers a maturity of two years and an interest rate of one percent (1%). The principal amount of the loan may be partially or fully forgiven if the loan funds are utilized in manner consistent with the allowable use of loan proceeds.

SAIL management anticipates total forgiveness and the funds are being reported in accordance with FASB ASC 958-605. Due to the forgiveness being conditional on incurring the qualified expenses, the funds were accounted for as a refundable advance and were recognized as contribution revenue as the qualified expenses were incurred. SAIL applied for and received loan proceeds in the amount of \$250,271 on April 24, 2020. As of June 30, 2020, \$163,938 has been recognized as contribution income since the conditions upon which the loan proceeds were provided has been substantially met. The remaining \$86,334 has been recognized as a refundable advance and will be expended subsequent to year end.

NOTE 11 – REFUNDABLE ADVANCES

SAIL receives restricted grants that contained certain conditions. Funds received in advance of the conditions being met are recorded as refundable advances and will subsequently be recognized as contribution revenue when donor conditions are met. Balances at June 30, 2020 and 2019 principally consisted of advances from State of Alaska entities as follows:

	2020	2019
State of Alaska Department of Health and Social Services – ADRC and STARR Medicaid Claiming advance	\$ 17,961	\$ 34,540
State of Alaska Division of Vocational Rehabilitation - PETS	7,144	-
Alaska Mental Health Trust Authority Mini-grant and other advances	56,163	338
Total refundable advances	\$ 81,268	\$ 34,878

SOUTHEAST ALASKA INDEPENDENT LIVING, INC.

NOTES TO FINANCIAL STATEMENTS

NOTE 12 – NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions are available for the following purposes or periods at June 30:

	2020	2019
Purpose and Time Restrictions:		
SAIL's Outdoor Recreation and Community Access		
(ORCA) funds to be spent in subsequent fiscal year	\$ -	\$ 10,000
Disability Pride funds to be spent in subsequent fiscal year	3,484	3,320
Sealaska IL Stand	6,177	-
HomeMap funds to be spent in subsequent fiscal year	17,864	8,906
Rasmusson Foundation vehicle acquisition funds to be used to acquire a vehicle in the subsequent fiscal year	-	17,791
Juneau Community Foundation - Hope Endowment and Adult Empowerment for the subsequent fiscal year	125,076	35,000
Other miscellaneous amounts to be used in the subsequent fiscal year	9,654	-
Total net assets with donor restrictions	\$ 162,255	\$ 75,017

NOTE 13 – CONCENTRATIONS AND CONTINGENCIES

Grant Revenue and Receivables

SAIL receives a substantial amount of support from federal and State of Alaska grants. If a significant reduction in the level of this support were to occur, it would have a significant adverse effect on SAIL's programs and activities.

Taxi Lease Contingencies

SAIL leases ramp-equipped vehicles to taxi companies in Juneau and Ketchikan at no charge. While the taxi companies are required to provide maintenance and insurance on the vehicles, if one or more of the vehicles were in an accident, it could result in a loss of SAIL's equipment.

Funding Concentration

A significant proportion, approximately 38 percent, of SAIL's annual funding comes from the State of Alaska. The majority of SAIL's contributions are from individuals and businesses located in Southeast Alaska. As such, SAIL's ability to generate resources via contributions and grants is dependent upon the economic health of Alaska and Southeast Alaska.

NOTE 14 – RETIREMENT PLAN

SAIL has established a 403(b) Thrift Plan to provide retirement benefits to employees. SAIL's retirement plan covers employees who received at least \$5,000 in compensation during the preceding calendar year. The retirement plan allows for employee contributions up to the maximum amount allowed by the Internal Revenue Code. SAIL annually makes a matching contribution to each eligible employee's account, equal to the employee's contributions, up to a limit of 3% of the employee's compensation for the calendar year. Employer contributions for the years ended June 30, 2020 and 2019 are \$15,149 and \$13,968, respectively.

THE OFFICIAL U.S. TIME

**ALASKA
DAYLIGHT
TIME**
AKDT (UTC-8)

08:36:21
A.M.



**ALEUTIAN
DAYLIGHT
TIME**
HADT (UTC-9)

07:36:21
A.M.

**HAWAII
STANDARD
TIME**
HST (UTC-10)

06:36:21
A.M.



**SAMOA
STANDARD
TIME**
SST (UTC-11)

05:36:21
A.M.

**CHAMORRO
STANDARD
TIME**
CHST (UTC+10)

**PACIFIC
DAYLIGHT TIME**
PDT (UTC-7)

09:36:21
A.M.

**MOUNTAIN
DAYLIGHT TIME**
MDT (UTC-6)

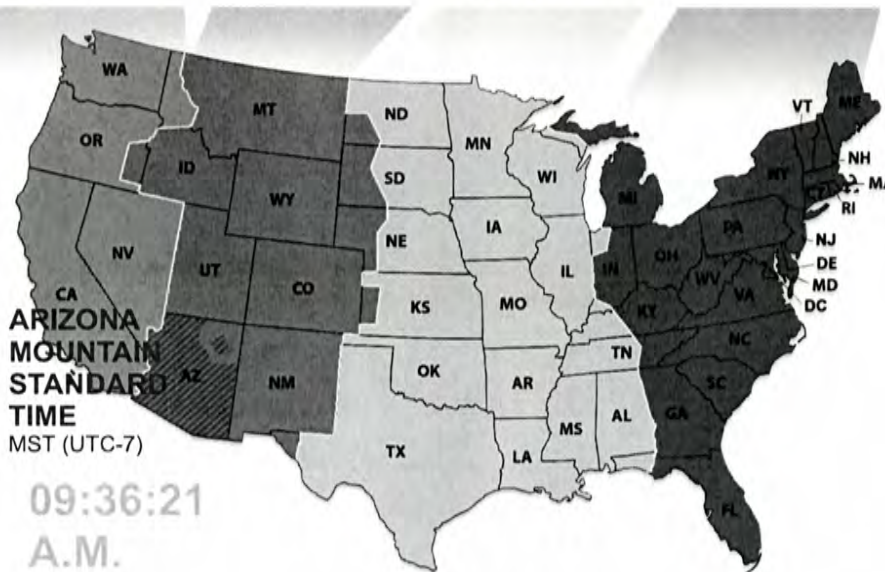
10:36:21
A.M.

**CENTRAL
DAYLIGHT TIME**
CDT (UTC-5)

11:36:21
A.M.

**EASTERN
DAYLIGHT TIME**
EDT (UTC-4)

12:36:21
P.M.



**ARIZONA
MOUNTAIN
STANDARD
TIME**
MST (UTC-7)

09:36:21
A.M.

Annual Grants From General Fund
Name: Gayle Young
Date/Time: 8/18/21 8:36 A.M.
HD

24-Hour Clock
Display

Coordinated
Universal Time
(UTC)

16:36:21

UTC IS ALWAYS
DISPLAYED AS A 24-
HOUR CLOCK.

Your Device's
Clock (UTC-8)

Today:
08/18/2021



08:36:20
A.M.

Your clock is off
by:
+0.094 s

**PUERTO RICO
ATLANTIC
STANDARD TIME**
AST (UTC-4)

12:36:21
P.M.

[About/Contact](#)

City and Borough of Sitka

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: Sitka Homeless Coalition

Alaska State Business License Number (if applicable): _____

Name of Contact Person: Gayle YoungPhone: 907-747-7978 Email: gayle.young@yahoo.comMailing address: PO Box 1112 Sitka 99835Grant 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: \$7,000Match Dollars Committed: \$7,000 Percentage: 100%Sources of Matched Dollars: Community donations

Brief Description of the Purpose of the Grant: _____

Provide weather-proof clothing
and boots

Continue Laundry and Shower Project

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

Name: Gayle YoungTitle: PresidentDate: August 18, 2021

SITKA HOMELESS COALITION
2021 GF Grants for Non-profit Organizations

PROJECT DESCRIPTION OVERVIEW

ANNUAL GRANT – HUMAN SERVICES

*As steady work continues to establish an individual-housing neighborhood along side daily supportive programming for Sitka's fifteen unsheltered men, it remains critical to continue the Showers and Laundry Project at the Sitka Laundry Center in order to retain the trust and relationships built in the past three years with those who will soon, we hope, take up residence in the "bedroom cabins."

To this end, the Sitka Homeless Coalition [SHC] is requesting grant funding to assist the men to keep on track with cleanliness, and the inevitable resulting enhancement of positive self-esteem, over the next nine months while site preparation, site design and, with support from our Juneau neighbors, the start of construction of "dry cabins" becomes a reality.

The grant request also covers needed replacement of rain gear and boots for ten fellows living outside. When there is so little protection between a body and the blowing rain and snow that can occur almost year-around in Sitka, our responsibility, until we can provide housing, must be to assist with outer covering that will provide the best protection possible.

*SHC presently has a corps of six trained volunteers and an additional oversight coordinator who maintain the shower/laundry routine which has been in place each Monday and Thursday since December 8, 2019. Gone are the days of greeting a man on the street only to be driven on by disagreeable clothes and odorous smells. SHC would like to retain the momentum that has been built up with the men over the years.

*Considering the parameters of the grant reporting requirements, SHC would like to utilize the grant funding starting October 1, 2021 and conclude all aspects by July 15, 2022.

*Previously, in August 2019, SHC was awarded \$4,000 by the City Assembly to support formation of a seasonal Winter Night Shelter. At that time, a local non-profit was moving towards offering their building for the project's location. Ultimately, the building was not made available and the grant award was returned to the City of Sitka.

SITKA HOMELESS COALITION
2021 GF Grants for Non-profit Organizations

EXPECTED OUTCOMES

*The project will be measured as successful when the head count at the Showers & Laundry project evens out with steady participation and those not attending are still cleaned up about their person and their clothing, signaling that they have successfully identified other resources for keeping clean. Further, an additional sign of success would include men's decision to not attend the Project when they are less than sober.

*Tangible community benefit will be the degree to which a good portion of the men visually blend into a group of people as almost unidentifiable. And, to a lesser extent, it would be sweet to be able to say that some of the signs of success would involve the Sitka community making steps towards these men in friendship after avoiding them for so long. When each unhoused person has a "community partner" and the two connect once/twice a week in supportive friendship, it will be clear that tangible community benefit is underway.

Surely, we all hope and anticipate that the ultimate "tangible community benefit" will prove to be that between fifteen and twenty male Sitkans who have made their homes in the woods and on the street for two, three or four decades will welcome the option to have a home spot of their own and prefer their space in ways similar to all other Sitkans who prefer to be in their own homes.

Benchmarks might be attendance to Shower & Laundry Project, growing non-attendance when men are feeling "under the weather," acceptance of and utilizing rain gear in order to retain body heat during windy and rainy/snowy conditions. Men indicating to SHC volunteers that they are warm and dry even during winter storms.

SITKA HOMELESS COALITION
2021 GF Grants for Non-profit Organizations

STATEMENT OF NEED

*This project aligns with the funding category of Human Services because shelter from weather, whether by attendance to a warm building, receiving and using durable rain gear that insulates from the weather or, ultimately, receiving and living in a bedroom cabin is a basic need of human life for everyone. We won't forget where we are finally going – towards reliable housing that makes possible the satisfaction of other basic human needs.

*The 2010 Sitka Community Comprehensive Plan documents that while the SAFV shelter accommodates Sitka women who seek refuge, there has been no corresponding shelter building prepared for community men.

The 2030 Sitka Community Comprehensive Plan documents the lack of a homeless shelter in this community.

The 2019 Point-in-Time count coincides almost exactly with the count that SHC uses also.

*Sitka Homeless Coalition documented, in May 2021, fifteen men and three women with the need for housing. Half of the men were age 50 and above. It is always important to note that this group only increases in numbers as men return home to Sitka as a result of the pandemic and related family deaths. This is not a growing homeless group. There are no men or women in their twenties, thirties, or up to forty-five years coming into this company.

*Successful grant funding from the City of Sitka will help to establish with other funders that the community stands together in its desire to shelter the men who live without housing. Sitka's lack of a shelter to house needy men represents a 'dropped stitch' in the beautiful tapestry of the Sitka community. Communities all around Sitka, in Southeast Alaska, are actively working to house their unsheltered residents.

SITKA HOMELESS COALITION
2021 GF Grant for Non-profit Organizations

ORGANIZATIONAL CAPACITY

*Moving towards the goal of housing people who have, many of them, been outside living for ten or more years has proven to be a long process. To have hit upon a way to encourage the men to want to stay involved with SHC has proven to be more helpful than we could have ever imagined: the men are keeping themselves cleaned up; the community is happy with the outcome; and the men trust the SHC volunteers and vocalize acceptance of the proposed up-ahead Jarvis Street housing project.

*The Homeless Coalition has always attracted the more "little known" residents of the Sitka community as supporters. Those who have had some experience of harder times can easily know the value of modest contributions and think first of those with little when making donations of clothing, backpacks, bicycles or sleeping bags. We, with the Coalition, appreciate those Sitkans who have never forgotten the unhoused in the four years of Coalition service. We have come to rely on them and they, repeatedly, come through for the unsheltered.

*And, we are welcoming and appreciating the more active from the community who are, recently, taking note of the Coalition's new developments and seeking to be involved. Such people as a skilled media producer, a business woman with solid experience in developing and constructing business endeavors, even another small business owner, a newly-arrived retired university instructor with ten years of homeless organizations in Oregon. These newly-interested folks are forming and functioning a community advisory group.

*At this time, the Sitka Homeless Coalition board includes:

Cathy Carlson	Secretary/Treasurer
Mary Ann Hall	Vice-President
Clara Gray	Member (seat to be filled; Kathy Ingallinera has expressed Interest to fill the seat)
Paul Young	Parliamentarian
Gayle Young.	President

The community resource circle is growing and presently includes: Carol Voisin, Wendy Alderson, Dan Jones, Dan Etulain, Communications; Anne Pollnow, Hannah Green and Kyle Shull.

SITKA HOMELESS COALITION
2021 GF Grant for Non-profit Organizations

STATEMENT OF REVENUES AND EXPENDITURES

JULY 1, 2020 --- JUNE 30, 2021

SUPPORT AND REVENUE

Contribution Income	\$ 14,198
Grants	9,000
Fundraisers	0
Sales	0
Total	<u>\$ 23,198</u>

EXPENSES

Assistance to Individuals	\$ 4,075
Office supplies, printing, postage	735
Bookkeeping	1098
Public Notices	665
Shower & Laundry Project	6,070
Total	<u>\$ 12,643</u>

Net Revenue less Expenses \$ 10,555

SITKA HOMELESS COALITION
2021 GF Grant for Non-profit Organizations

Projected Budget

Support and Revenue

Contribution Income	\$ 12,500
Grants	15,000
Total	<u>\$ 27,500</u>

Expenses

Bookkeeping	900
Licenses and Fees	200
Supplies	400
Fundraising expenses	500
Assistance to Individuals	500
Shower & Laundry Project	6,500
Outdoor Clothing Project	3,500
Property design work	1,500

Expenses continued

Engineering study	2,000
Land survey	2,000
Cultural assessment/Jarvis Street	500
	<hr/>
TOTAL	\$ 18,500

*Grants received in 2020 and 2021

Sitka White Elephant Grant	\$ 2,000
Rotary Club of Sitka Grant.	500
Non-profit CARES Grant	2,500
City Cares Act Distribution Grant (thru STA).	4,000

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

DEPARTMENT OF THE TREASURY

Date: **MAR 11 2019**

SITKA HOMELESS COALITION
C/O GAYLE YOUNG
250 KAAGWAANTAAN ST
SITKA, AK 99835-7514

Employer Identification Number:

[REDACTED]

DLN:

[REDACTED]

Contact Person:

CHRIS BROWN

ID# [REDACTED]

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

June 30

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

May 9, 2018

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part 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.

Letter 947

SITKA HOMELESS COALITION

Sincerely,

A handwritten signature in dark ink, appearing to read "Stephen A. Martin". The signature is written in a cursive, slightly slanted style.

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 HOMELESS COALITION

250 KAAGWAANTAAN ST, SITKA, AK 99835-7514

owned by

SITKA HOMELESS COALITION

is licensed by the department to conduct business for the period

December 7, 2020 to December 31, 2021
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 2022

CBS Liabilities Form

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

Organization Name: Sitka Homeless Coalition

- Property Tax

Justin Harris

Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax

Justin Harris

Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases

Erica Stocker

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note

Denise Salter

Denise Salter, Controller
747-1836

- Utilities

Erica Stocker

Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

Holley Dennison

From: Rhiannon Guevin <rhiannon@fineartscamp.org>
Sent: Thursday, August 12, 2021 2:29 PM
To: Holley Dennison
Subject: Alaska Arts Southeast FY22 Nonprofit Grant Application
Attachments: Alaska Arts Southeast FY22 Grant Application.pdf; City of Sitka FY22 Narrative AASE.pdf

Hi Holley,

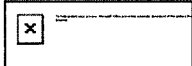
I hope that you are doing well. Attached is an electronic copy of Sitka Fine Arts Camp's Annual Grant application.

Please let me know if you need any other information or if anything looks amiss.

Best,
Rhiannon

--

Rhiannon Guevin
Operations Director
Sitka Fine Arts Camp
907-747-3085
www.fineartscamp.org
www.facebook.com/sitkafineartscamp



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? ✓ scholarship
- ✓ • Who will do it? ✓ teacher
- ✓ • Who will be served? ✓ student
- ✓ • When will this service be provided? ✓ summer camp
- ✓ • Has the agency received CBS General Fund Grants previously? If so, how many, which years, and for what amount? ✓ 2021 mentioned - not super clear if prior years awarded only

☒ **Expected Outcomes (one page only) – total pts 10**

- ✓ • How will the project be measured as successful? ✓ test, observations, rubrics.
- ✓ • What will the tangible community benefit be? ✓ improvements in school.
- ✓ • What are some benchmarks during the project that indicate things are going in the right direction? ✓ also testing, similar to bullet #1?

☒ **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? ✓ SSW & strategic planning
- ✓ • 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. ✓ how often meeting?
- ✓ • 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
ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET

Name of Organization: Alaska Arts Southeast, Inc.

Alaska State Business License Number (if applicable):

Name of Contact Person: Roger Schmidt

Phone: 907-747-3085 Email: rschmidt@fineartscamp.org

Mailing address: 110 College Drive, Suite 111, 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

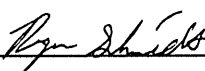
Dollars Requested: \$7,500

Match Dollars Committed: \$30,000 Percentage: 75%

Sources of Matched Dollars: Grants, contributions, earned income

Brief Description of the Purpose of the Grant: The purpose of this grant is to provide
need-based financial aid for Sitka students to attend our programs.

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

Name: 

Title: Executive Director Date: 8/11/2021

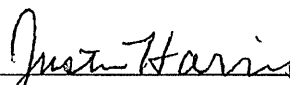
General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

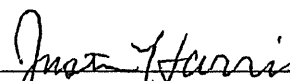
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: Alaska Arts Southeast, Inc.


- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853


- Municipal Leases


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note


Denise Salter, Controller
747-1836

- Utilities


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

PROJECT OVERVIEW

Sitka Fine Arts Camp (SFAC) is seeking an annual Cultural and Educational Services Grant, which will provide need-based financial aid for Sitka students to attend our summer programs.

After a financially catastrophic year due to Covid-19 and having to cancel our 2020 programming, SFAC returned for summer 2021. As part of our covid mitigation plan, we had to halve our enrollment for all of our programs. In a normal year, we serve close to 1,000 students from around Alaska. During summer 2021, we served 485 students. 31% of our students in summer 2021 were from Sitka. Thanks to grants like the one from City of Sitka, our programs continue to be need-blind for Sitka students and we awarded over 40 need-based scholarships to Sitka students in summer 2021.

As our community continues to grapple with Covid-19 and its effects on the youth in our community, it will be more vital than ever to provide financial aid for Sitka students during summer 2022. Students who attended SFAC 2021 told us that it was the most important part of their year. For many of them it was the first time they were able to play in a band, rehearse theater or make art together in over a year. Parents and Students described being able to be together socially and engaged in activities they loved as incredibly healing.

Our financial aid program directly targets high-risk students in the Sitka community who need highly engaging, healthy, and meaningful educational experiences in order to succeed. Evaluations have consistently shown that students who attend our programs see enormous growth, increased self-confidence, and improved performance in school. We have seen that the arts can be one of the most effective ways for kids to feel included of a community and grow skills in teamwork, empathy, and inclusion.

Sitka Fine Arts Camp and the City of Sitka represent a mutually beneficial partnership with a positive impact on both partners. SFAC is a driving educational and economic force in the Sitka community. Evidence of City support is a vital lever to bring outside money into our organization and community. Large funders look at City support when evaluating their contribution.

In addition to the financial benefits that our organization brings to the community, SFAC's mission contributes to the quality of life in Sitka and the education of its youth. Sitka Fine Arts Camp is a multi-disciplinary arts camp that offers high-quality arts education to students of all ages. During the summer, we provide over 140 classes in the disciplines of dance, theater, creative writing, Alaska Native Arts, visual arts, and music. The Camp has a huge impact on its students. In the words of one camper: "I used to think SFAC was a special event in the middle of the summer...But I've begun to see it as more of a fuel to last me all year long. SFAC motivates me to create and connect with others. It is a place where I am allowed to be confident in my abilities and learn by leaps and bounds at the same time."

Our classes are taught by over 70 nationally recognized teaching artists from around the country and Alaska. Many of the faculty, staff, and counselors are from Alaska, allowing students to be exposed to and build ties with local artists from around the state and from their own community. With national and state recognition including the 2015 Governor's Award of Arts Organization of the Year Award, and a 2007 Coming Up Taller Award from the White House, the Camp demonstrates that it is an exemplary summer program in the arts.

During Summer 2021, our 46th season, the Sitka Fine Arts Camp welcomed students from 37 Alaskan communities and 22 states. 34% of our students identify as non-white or bi-racial. The Camp is proud of its role in developing community among Alaska's youth by bringing together students from all over Alaska.

With funds from the City of Sitka, Sitka Fine Arts Camp will provide need-based financial aid to make camp possible for all Sitka students. In 2021, with a grant from the City of Sitka, we were able to provide full or partial scholarships to over 25 Sitka students to attend our elementary, middle, high school, and musical theater camps. We are committed to making attendance at the Camp an option for Sitka families regardless of means. In the summer of 2021, 23% of our students received need-based financial aid amounting to over \$83,000 in distributed funds. Over 40% of these funds went to Sitka

students. Tuition covers approximately half the total costs associated with our summer programs. Donations, grants, and in-kind support help to subsidize the other half.

EXPECTED OUTCOMES

Evaluations have consistently shown that students who attend our programs see enormous personal growth, increased self-confidence, and improved performance in school. Especially during Covid-19, which has been emotionally difficult for kids and families in Sitka, the arts and high-quality education will be more important to students than ever.

Starting in 2005 as a NEA pilot program, SFAC has measured growth in knowledge and skills in alignment with national and state arts standards through pre and post testing, classroom observations, surveys, focus groups, and rubrics. Starting in Summer 2018 we expanded our evaluation measure the impact of SFAC on student engagement and learning and investigating how the SFAC model and instruction influence these student outcomes.

Findings to date: As in the past, the overwhelming majority of our campers report that camp increases their confidence, gives them opportunities they don't have at home, and that they'd come back given the opportunity. Additionally we have learned the importance of faculty turning over the intellectual and creative work to students; the skill of faculty to leverage student thinking and creativity in the service of deepening their understanding and performance of the arts; camp as a refuge from pressures, problems, and personal crises; the role of peers in student engagement and learning. This year we have learned first-hand from our students and parents that camp provides a space for self-expression and community that has rescued many students from a year of depression.

STATEMENT OF NEED

This project aligns directly with the Culture and Educational Services funding category because it increases access to high quality arts education for Sitka students of lesser economic status.

This project will directly address needs within the Sitka School District and the Sitka community. Sitka School District and School Board Strategic Planning documents identify the need for Sitka students to have quality educational experiences at all levels. Culturally diverse opportunities are cited. Reference is also made to healthy after school activities. SFAC meets these objectives with high quality and diverse arts educational experiences that allow students to participate at every grade level. SFAC adds to the diversity and quality of education available to the young people in our community. During a typical year, approximately 20% of Sitka School District students participated in our Camps. In addition to our summer programming, SFAC provides year-round arts programming and artist-in-the-schools residencies during the school year, which further increases the impact of this funding.

The Camp leverages economic goals described in City and SEDA planning documents, by providing an economic return to Sitka through another type of "business", thus contributing to Sitka's diverse and vital local economy. Local wages, revenue from out of town Camp fees, and the City sales tax revenue from Camp visitors contribute to overall community health. Support from the Sitka City and Borough Annual Grants program is important for our organization. Financial support from the City demonstrates to other grantors the importance the City places on having the Sitka Fine Arts Camp in our community. The City's contribution is an important indicator of local support for the Camp's programs and mission.

Due to Covid-19, our financial need is greater than ever before. In March 2020, our Board of Directors, recognizing Sitka Fine Arts Camp's responsibility to the safety of our small community and state, made the difficult decision to cancel our essential programs including our nationally acclaimed statewide summer camp which serves 1000 students annually. We also closed the Hames Fitness Center which serves as Sitka's only public gym and has an important role in our community with an annual membership of 600. We also saw a significant reduction to contributed income as many of our annual donors, reacting to the chaos of the pandemic and market, did not contribute and as larger funders shifted their priorities toward direct pandemic responses.

During FY20, our organization gave up over \$1 million of potential revenue including:

- A loss of over \$750,000 in tuition for our spring and summer programming
- A loss of over \$220,000 in event revenue
- A loss of \$57,000 in ticket sales for our Performing Arts Series
- A loss of approximately \$177,000 in Hames Center revenue

During 2020 we furloughed the majority of our staff for 3 months, temporarily shut down utilities to buildings, cancelled insurance, and cancelled capital construction and maintenance work on the campus. In FY21, we have been grateful for federal and state Covid-19 relief, which has allowed us to remain financially solvent despite having to halve our summer enrollment and seeing a decrease in demand for other contributed income sources such as the Hames Center and event rentals. A grant from the City of Sitka will be vital in continuing our ability to maintain a strong financial aid program for Sitka's students.

SFAC 2022 will be important for kids in Sitka as we continue to see Covid-19 affect our community. The negative effects of the pandemic on youth have been enormous and Sitka's students, particularly those from low-income households, will need high-quality educational programming more than ever. A grant from the City of Sitka will expand our ability to support these students.

ORGANIZATIONAL CAPACITY

SFAC has a great track record of city, state, and national recognition for its work. In the last nineteen years, Camp has successfully transformed itself from a virtually bankrupt camp serving 60 kids, to an organization with a three million dollar budget that manages and oversees a variety of programs including the Sitka Fine Arts Camp, teacher training programs, artist residency programs, management of the Sitka Performing Arts Center, the Hames Center, and a Performing Arts Series. In addition, our organization has developed strong partnerships and working relationships with many other organizations in our community, especially with the Sitka School District. These partnerships have allowed us to expand our reach and impact more students within the Sitka community.

Our staff and board has worked hard to focus on organizational resiliency and sustainability. Each year, our board has raised and added money to our Operating Reserve. At the end of the last fiscal year, we reached the goal of \$745,000 in our reserve fund to use in the case of unexpected emergencies around the liabilities of running a summer camp and managing a historical campus with 20 buildings, many over 100 years in age.

Community Support: Since January 2011 we have had over 1000 individual volunteers contribute over 45,000 volunteer hours. We have raised over 4.5 million dollars in individual and business donations. Our organization is fortunate to have amazing community support that has attracted national coverage amongst national funders like ArtPlace America and the National Endowment for the Arts. Our financial aid program for students is currently supported by individual donors, arts councils, businesses, and organizations all over Alaska including the Coast Guard Spouse's and Women's Association, the Greater Sitka Legacy Fund, ALPS Credit Union, the White Elephant, the Atwood Foundation, Juneau Arts and Humanities Council, Ocean Wave Quilters, Sitka Charitable Trust, the Ketchikan Arts and Humanities Council, Northrim Bank, First Bank, and Sitka Counseling and Prevention Services.

2020-21 Board of Directors

Sitka Fine Arts Camp has a highly engaged board:

Sam Skaggs, President

Mollie Kabler, Vice President

Sue Litman, Treasurer

Martha Pearson, Secretary

Jule LeBlanc

Marya Pillifant

James Poulson

Amy Rhyneer

Board Emeritus (retired from board but still active in our organization): Wendy Alderson, Lauren Allen, Peter Apathy, Thor Christianson, Karen Grussendorf, Mary Hames, Kathryn Snelling, Kris Fulton, Mary Goddard

Itemized list of major grantors this year:

Anonymous Foundation: \$270,000

Alaska State Council on the Arts: \$18,000

Atwood Foundation: \$15,000

Charlotte Martin Foundation: \$7,500

City of Sitka: \$5,983

MJ Murdock Charitable Trust: \$400,000

National Endowment for the Arts: \$10,000

Rasmuson Foundation: \$65,000

Sitka Charitable Trust: \$7,395

State of Alaska: \$24,000

Alaska Arts Southeast, Inc. Financials				
	FY 21 Budget	FY 21 Actuals (as of 6/30/21)	FY 22 Budget (Tentative)	Notes
Support				
Federal Grants	\$136,163	\$367,883	\$680,000	FY21 and FY22 include Covid-19 aid and PPP
State Grants	\$39,000	\$18,000	\$20,000	
City Grants	\$22,961	\$63,483	\$7,500	Includes Covid-19 aid
Foundation Grants	\$685,000	\$536,245	\$100,000	
Corporate Grants	\$10,000	\$24,500	\$10,000	
Individual Contributions	\$141,520	\$186,699	\$150,000	
Revenue				
Tuition	\$672,570	\$696,726	\$750,000	
Ticket Sales	\$10,000	\$23,541	\$30,000	
Concession Sales	\$10,000	\$11,653	\$15,000	
Event Rental Revenue	\$312,440	\$103,355	\$150,000	
LT Rental Revenue	\$318,229	\$366,135	\$400,000	
HAMES Revenue	\$167,880	\$136,083	\$160,000	
Interest Income	\$1,200	\$491	\$1,000	
Total Support and Revenue	\$2,526,963	\$2,534,794	\$2,473,500	
Expenses				
Salaries & Wages	\$1,001,396	\$679,389	\$1,100,000	
Travel	\$86,260	\$26,224	\$65,000	
Utilities	\$212,162	\$189,870	\$220,000	
Office Supplies	\$23,008	\$24,830	\$25,000	
Art Supplies	\$14,640	\$34,564	\$35,000	
Food Supplies	\$85,500	\$99,960	\$165,000	
Postage & Shipping	\$600	\$630	\$600	
Concession Supplies	\$4,000	\$9,822	\$10,000	
Miscellaneous Supplies	\$12,540	\$28,279	\$15,000	
Custodial Supplies	\$10,000	\$13,738	\$15,000	
Maintenance & Repairs	\$81,600	\$67,098	\$100,000	
Equipment Purchases	\$29,200	\$47,709	\$30,000	
Capital Construction	\$671,221	\$636,408	\$490,400	
Hames Center Instructors	\$30,000	\$31,364	\$45,000	
Professional Services	\$35,800	\$27,497	\$40,000	
Insurance	\$58,836	\$19,181	\$60,000	
Licenses & Dues	\$320	\$239	\$300	
Advertising	\$6,240	\$6,520	\$7,000	
Property Taxes	\$7,200	\$0	\$7,200	
Bank Fees	\$30,800	\$19,955	\$30,000	
Meals & Entertainment	\$3,140	\$1,903	\$3,000	
Miscellaneous Expense	\$122,500	\$31,341	\$10,000	Includes Covid mitigation expenses and specific grant expenses
Total Expenses	\$2,526,963	\$1,996,521	\$2,473,500	
Change in Net Assets	\$0	\$538,273	\$0	

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: October 17, 2001

Person to Contact:

[REDACTED]

Customer Service Specialist

Toll Free Telephone Number:

8:00 a.m. to 9:30 p.m. EST

877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

[REDACTED]

Alaska Arts Southeast, Inc.
P. O. Box 3086
Sitka, AK 99835-3086

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 1975 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 sections 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.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its 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.

-2-

Alaska Arts Southeast, Inc.
[REDACTED]

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

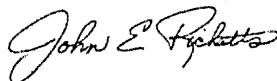
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services

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

Alaska Arts Southeast, Inc. dba Sitka Fine Arts Camp dba Hames Center

PO Box 3086, Sitka, AK 99835

owned by

ALASKA ARTS SOUTHEAST, INC.

is licensed by the department to conduct business for the period

March 5, 2020 to December 31, 2021
for the following line(s) of business:

53 - Real Estate, Rental and Leasing; 61 - Educational Services; 71 - Arts, Entertainment and Recreation

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

List of Grants Pending and Received

FY21:

Anonymous Foundation: \$270,000 (received)
Alaska State Council on the Arts: \$18,000 (received)
Atwood Foundation: \$15,000 (received)
Charlotte Martin Foundation: \$7,500 (received)
City of Sitka: \$5,983 (received)
MJ Murdock Charitable Trust: \$400,000 (received)
National Endowment for the Arts: \$10,000 (received)
Rasmuson Foundation: \$65,000 (received)
Sitka Charitable Trust: \$7,395 (received)
State of Alaska: \$24,000 (received)

FY22:

Alaska State Council on the Arts: \$18,000 (received)
Atwood Foundation: \$15,000 (pending)
City of Sitka: \$7,500 (pending)
National Endowment for the Arts: \$75,000 (pending)
National Endowment for the Arts Covid Relief: \$150,000 (pending)
State of Alaska: \$21,000 (received)

Holley Dennison

From: Mary Ferguson <baranofbruins@gmail.com>
Sent: Wednesday, August 18, 2021 6:55 PM
To: Holley Dennison
Subject: Application for grant
Attachments: 20210818164053620.pdf

Hello! Attached is our application for the CBS grant. Please let me know if you need anything else!

Sent from my iPhone

City and Borough of Sitka

ANNUAL GRANTS FROM GENERAL FUND

SUMMARY SHEET

Name of Organization: Baranof Bruins youth wrestling clubAlaska State Business License Number (if applicable): [REDACTED]Name of Contact Person: Jackie OjalaPhone: 907-738-1440 Email: baranofbruins@gmail.comMailing address: 608 Monastery streetGrant 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: \$10,000Match Dollars Committed: \$1000.⁰⁰Percentage: 10%Sources of Matched Dollars: Donation by parent

Brief Description of the Purpose of the Grant: \$2000.00 to provide 20 scholarships through out the 9 month season. Wrestling shoes/singlets, space rent, Covid-19 mitigation cleaning supplies, first aid, toiletries, crash pads + other wrestling related equipment.

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

Name: Jackie OjalaTitle: Baranof Bruins Treasurer Date: 08/13/2021

Mission Statement:

The Baranof Bruins Wrestling Club promotes and supports social, physical and academic growth through the sport of wrestling without regard to socioeconomic status and abilities.

Execution:

The wrestling practices are run by USA Wrestling certified coaches 5 days a week. The season runs from the end of August through the end of May. The practices are structured to meet the needs of the wrestling team by running two practices that are geared towards age, experience and abilities. The team has wrestlers as young as 4 years old and as old as 18 years old. Our program is coached by Mike Kimber, along with youth coaches in middle and high school wishing to share their talents and abilities with others. The board consists of the following members who are all fully volunteer:

Mary Ferguson- President/Founder
 Mike Kimber- Vice President/Head Coach
 Jackie Ojala- Secretary/Treasurer
 Ahna Hanson- Board member
 Marin Marseglia- Board member

Baranof Bruins Youth Wrestling club has not received CBS General funds previously. For the reasons listed below, we believe our program is categorized as community development and cultural/educational services. For the purpose of this grant, we have selected community development.

The coaching staff and board members believe that they can help build better people through the sport of wrestling. The club provides a structured environment where young men and women are encouraged to take risks in a supportive environment where the emphasis is not on failure, but what you learned from failure to be more successful the next time they take a risk.

Baranof Bruins challenges students mentally and physically. Wrestlers showcase their skills every week in front of family, friends, and the community during wrestling matches. The coaches and staff strive for physical fitness and combat childhood obesity.

The coaching staff and board also work on life skills. This can be seen through days when the board and coaching staff hold shoe tying clinics and self reflective questions like, "What have you done today that makes you a better person than yesterday?" They are encouraged to share these things with their teammates to encourage more growth amongst their peers.

The coaching staff and the board also support the parents and families of the wrestlers. Parents are encouraged to share their needs for behavioral support. It is not our duty to discipline, but give an active effort to support the outcome that the parents want for their children.

The coaching staff and board support academic growth in the wrestling team by having frequent conversations about the importance of an education and the effort needed to make that happen. The coaching and board are willing to talk with teachers and families to support the wrestlers in that effort. This can take the form of verbal reminders, one on one conversations, and having wrestlers work on school during practice.

No wrestler or family has or will never be turned away for the inability to pay the fees and dues needed to wrestle with the club. The board works with parents to find funding through scholarships and sponsorships so that everyone interested can be involved with the Baranof Bruins Wrestling Club.

Success is measured by the number of students who enroll in our program, who have progressed physically, mentally and behaviorally through observations and reports from adults in the wrestler's lives. Attendance of each wrestler is tracked daily. Wrestlers are also given opportunities to travel and compete in competitions for medals and their placements are tracked in a national database. As wrestlers grow, these databases are useful in obtaining college scholarships. The sport of wrestling allows athletes to compete as a team and individually concurrently in competitions.

Overall, the community benefits by having youth athletes who are taught teamwork, respect for their peers and adults, successful in physical fitness and mental strength, and learning how to care for their own, cleanliness and hygiene both personally and in their practice and competition spaces. Benchmarks are measured and documented on a monthly basis by continuing attendance and longevity of the enrolled athletes.

Budget:

Our budget consists of player's monthly fees, fundraisers, and generous donations from individuals and businesses. We aim to generate approximately \$3200 per month, \$2950 of which goes to space rent and utilities. This translates into 32 paying students per month without any other source of funding. Other funding has come from weekly donations and the sale of concessions at matches, garage sales, and individual sponsors. We have 2 fundraisers planned; a fall kids carnival and a raffle that is estimated to bring in approximately \$2000 each based on prior experience conducting these types of fundraisers.

Baranof Bruins have not yet received any grants, nor have any prior from current years. The club has operated 1 full year to date due to the restrictions associated with the Covid-19 pandemic.

Remaining monthly funds are used for Covid-19 mitigation costs such as cleaning supplies, hand sanitizer, mat cleaner. Other costs include uniform items, travel, exercise equipment, and saving for larger items like new wrestling mats, scoreboards, and other related equipment.

Our board would like to use the CBS grant for the following:

\$2000 to be used specifically for scholarships for monthly dues

\$1200 to be used for wrestling shoes/singlets to be loaned

\$2950 for 1 month of space rent/utilities

\$2000 for Covid Mitigation, cleaning, first aid, toiletries, air purifier, dehumidifier

\$1850 for crash pads, other wrestling related equipment

This itemization can change throughout the year based on needs, with our top priorities being scholarships, and the ability to pay for the wrestling space. The funding from CBS will leverage the funding from individual families and donors who pay monthly to keep this operational. This non-profit focuses solely on the youth of Sitka. It is important to keep these young athletes in programs and out of reach of mischief and negative influences.

Organizational Capacity:

Baranof Bruins had a very successful year in the 2020-2021 season despite the Covid-19 pandemic. The club was in operation from October 2020 through May 2021. Over the course of the season, we had about 45 athletes, many of whom dedicated most months. Baranof Bruins received community support from many local businesses including: Sitka Tribe of Alaska, Rotary Club, Hanson Maritime, Delta Western, SeaMart, Sitka Swirls, Catch Sitka, Sitka Northern Sales, Liberty Construction and Sitka Bottling Company.

Baranof Bruins participated in 1 home invitational tournament bringing in athletes from Wrangell, Ketchikan, and Juneau. The team brought approximately 15 wrestlers to 2 out of town tournaments, one in Fairbanks and the last being a state tournament in Big Lake Alaska. Every wrestler, some who had never wrestled in a tournament before, medaled in the top 8 places. Board attendance has been 100%.

Baranof Bruins

Date	Meeting Place	Time	Topic	Chair	Attendance
			Location of wrestling gym and schedule for free weeks and regular practices. Fees to charge per wrestler and how to promote		Mike Kimber, Michele Mork, Jackie Ojala, Diana Bob, Mary Ferguson
9/15/2020	Online	7pm		Mary	Mike Kimber, Jackie Ojala, Diana Bob, Mary Ferguson
11/15/2020	207 Smith St.	7pm	Covid mitigation, mask wearing, fundraising ideas.	Mary	Mary Ferguson, Mike Kimber, Jackie Ojala, Diana Bob, Mary Ferguson, Michele Mork
1/4/2021	Online	7pm	Singlets, club donations, and expenses	Mary	Mary Ferguson, Mike Kimber, Jackie Ojala, Ahna Hanson, Marin
2/6/2021	207 Smith St.	7pm	Upcoming tournament, referee's clinic, travel opportunities	Mary	

Basic expense projections for 2021-2022 NOT INCLUDING Covid mitigation, office supplies, toiletries, Travel, uniforms

Expense	Date	Cost
Rent	Sep-21	\$ 2,950.00
Rent	Oct-21	\$ 2,950.00
Rent	Nov-21	\$ 2,950.00
Rent	21-Dec	\$ 2,950.00
Rent	1-Jan	\$ 3,500.00
Rent	1-Feb	\$ 3,500.00
Rent	1-Mar	\$ 3,500.00
Rent	1-Apr	\$ 3,500.00
Rent	1-May	\$ 3,500.00
Rent	1-Jun	\$ 3,500.00
Rent	1-Jul	\$ 3,500.00
Rent	Aug-22	\$ 3,500.00
		\$ 39,800.00

Expense	Date	Cost
Allen Marine Cleaner	September	\$ 75.00
Allen Marine Cleaner	October	\$ 75.00
Allen Marine Cleaner	November	\$ 75.00
Allen Marine Cleaner	December	\$ 75.00
Allen Marine Cleaner	January	\$ 75.00
Allen Marine Cleaner	February	\$ 75.00
Allen Marine Cleaner	March	\$ 75.00
Allen Marine Cleaner	April	\$ 75.00
Allen Marine Cleaner	May	\$ 75.00
Allen Marine Cleaner	June	\$ 75.00
Allen Marine Cleaner	July	\$ 75.00
Allen Marine Cleaner	August	\$ 75.00
		\$ 900.00

Baranof Bruins 2021-2022 Projections			
Funding	From	Date	Amount
Donation	Sitka Tribe of Alaska		\$ 5,000.00
Donation	Sitka Rotary		\$ 300.00
Fundraiser	Fall Carnival		\$ 3,500.00
Donation	Hanson Maritime		\$ 1,000.00
Fundraiser	Garage Sale		\$ 1,000.00
Donation	Alps Federal Credit		\$ 250.00
Fundraiser	Raffle		\$ 2,000.00
Dues	Sep-21		\$ 4,500.00
Dues	Oct-21		\$ 4,500.00
Dues	Nov-21		\$ 4,500.00
Dues	Dec-21		\$ 4,500.00
Dues	Jan-22		\$ 4,500.00
Dues	Feb-22		\$ 4,500.00
Dues	22-Mar		\$ 4,500.00
Dues	22-Apr		\$ 4,500.00
Dues	22-May		\$ 4,500.00
			\$ 53,550.00

2020-2021

Expense	Date	Cost
Rent	Oct-20	\$ 1,600.00
Rent	Nov-20	\$ 1,600.00
Rent	Dec-20	\$ 1,600.00
Rent	21-Jan	\$ 2,950.00
Rent	21-Feb	\$ 2,950.00
Rent	21-Mar	\$ 2,950.00
Rent	21-Apr	\$ 2,950.00
Rent	21-May	\$ 2,950.00
Rent	21-Jun	\$ 2,950.00
Rent	21-Jul	\$ 2,950.00
Rent	21-Aug	\$ 2,950.00
		\$ 28,400.00

Expense	Date	Cost
Allen Marine Cleaner	Oct-20	\$ 75.00
Allen Marine Cleaner	20-Nov	\$ 75.00
Allen Marine Cleaner	20-Dec	\$ 75.00
Allen Marine Cleaner	21-Jan	\$ 75.00
Allen Marine Cleaner	21-Feb	\$ 75.00
Allen Marine Cleaner	21-Mar	\$ 75.00
Allen Marine Cleaner	21-Apr	\$ 75.00
Allen Marine Cleaner	21-May	\$ 75.00
		\$ 600.00

Baranof Bruins 2020-21 season			
Funding	From	Date	Amount
Donation	Sitka Tribe of Alaska		\$ 5,000.00
Donation	Hames		\$ 1,500.00
Donation	Sitka Rotary		\$ 300.00
Fundraiser	Sportsfunder		\$ 1,545.00
Fundraiser	4th of July		\$ 3,500.00
Donation	Hanson Maritime		\$ 1,000.00
Fundraiser	Garage Sale		\$ 800.00
Donation	Pizza Express		\$ 500.00
Donation	Alps Federal Credit		\$ 250.00
Fundraiser	Point a thon		\$ 8,500.00
Dues	January		\$ 2,500.00
Dues	February		\$ 2,500.00
Dues	March		\$ 2,500.00
Dues	April		\$ 2,500.00
			\$ 32,895.00



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

BARANOF BRUINS WRESTLING CLUB
C/O MARY FERGUSON
608 MONASTERY STREET
SITKA, AK 99835-0561

Date:
12/09/2020
Employer ID number:
[REDACTED]
Person to contact:
Name: Customer Service
ID number: [REDACTED]
Telephone: (877) 829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
September 22, 2020
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
[REDACTED]

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part 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,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Alaska Entity [REDACTED]

State of Alaska
Department of Commerce, Community, and Economic Development
Corporations, Business, and Professional Licensing

Certificate of Incorporation

The undersigned, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that a duly signed and verified filing pursuant to the provisions of Alaska Statutes has been received in this office and has been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

BARANOF BRUINS WRESTLING CLUB



IN TESTIMONY WHEREOF, I execute the certificate and affix the Great Seal of the State of Alaska effective **September 22, 2020**.

A handwritten signature in cursive script, appearing to read "Julie Anderson".

Julie Anderson
Commissioner

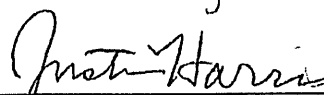
General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

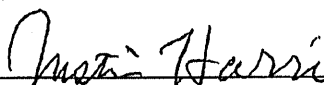
Complete and submit this form with your Non-Profit Grant Application.

Organization Name: Baraboo Bruins youth wrestling club


- Property Tax


Justin Harris, Supervisory Senior Accountant
747-1853


- Sales Tax


Justin Harris, Supervisory Senior Accountant
747-1853

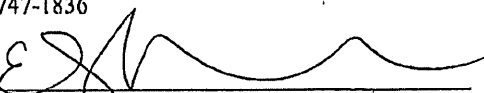
- Municipal Leases


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note


Denise Salter, Controller
747-1836

- Utilities


Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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

Holley Dennison

From: Lynne Brandon <trail@sitkatrailworks.org>
Sent: Wednesday, August 11, 2021 7:33 AM
To: Holley Dennison
Subject: 2022 Non-profit Grant Application
Attachments: FINAL CBS2022 Nonprofit Application.pdf

Good morning, Holley,
Please find Sitka Trail Works' 2022 CBS Nonprofit Application attached.
Please let me know if you have any questions or require any additional information. Would you please also let me know you received this email?
Best,
Lynne

Lynne Brandon
Executive Director
Sitka Trail Works
(907)-747-7244
Sitkatrailworks.org

City and Borough of Sitka
FY 2022 ANNUAL GRANTS FROM GENERAL FUND
SUMMARY SHEET



Name of Organization: SITKA TRAIL WORKS INC.

AK Certificate of Good Standing
 AK Business License
 AK Business License
 AK Business License

Name of Contact Person: LYNNE BRANDON, EXECUTIVE DIRECTOR
 DON MACKINNON, PRESIDENT

Phone: (907) 747-7244
Email: Office: trail@sitkatrailworks.org
 President: lokkeiii@hotmail.com

Mailing address: 801 HALIBUT POINT ROAD SITKA, AK 99835

Grant Category: Annual Grant: **Community Development**

Dollars Requested: \$10,000

Match Dollars Committed: \$2,428,500 for Cross Trail Construction & Maintenance Grants
 \$ 37,368 for Recreation Trails Grant Sea Lion Cove
 \$ 85,291 in 2020 Operational Funding
 \$2,551,159

Percentage: .4% matching funding from CBS
 (\$10,000/\$2,551,159)

Sources of Matched Dollars: US DOT Western Federal Lands, Recreation Trails Grant Program, Individual and Business Contributions, Earned Income (\$0 - 2021 budget due to COVID) from hikes.

Brief Description of the Purpose of the Grant: The CBS grant will allow Sitka Trail Works to continue MOU partnership work with CBS on the local trail system according to the Sitka Trail Plan. This includes capital construction and maintenance projects, and completion of the annual goals adopted by the Board of Directors in support of the nonprofit mission of Sitka Trail Works. The CBS grant is integral to leveraging additional grant funds for local trail maintenance projects and local trail development efforts.

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

Name: Lynne Brandon Title: Executive Director Date: August 1, 2021
 SITKA TRAIL WORKS FY 2022 APPLICATION TO CBS ANNUAL NON-PROFIT GRANTS PROGRAM 1

Expected Outcomes – total pts. 10

• How will the project be measured as successful?

Community members participate in trail maintenance activities. Free community hikes, led by STW Board members, will continue. Trail maintenance will continue for Indian River, Mosquito Cove, Herring Cove, Thimbleberry-Heart, Cross Trail and Sea Lion Cove trails. Phase 6 Cross Trail construction has been underway since December 2019. CBS grant monies support administrative activities associated with grant writing and fundraising for the Phase 6 project's match. On-going efforts through the Alaska Trail Initiative (ATI), a coalition of Statewide partners with leaders in government, businesses and non-profits advocating for better support of trails and outdoor recreation economy are also supported. ATI's primary focus is to increase independent visitors and local spending through smart marketing and improved access to outdoor recreation and trail opportunities...a big picture community development goal and effort!

• What will the tangible community benefit be?

The most obvious benefit is the expanded and improved quality of life in Sitka. The health and recreation benefits of the trail system to Sitka residents are undeniable, especially during the pandemic. Being healthy reduces the severity of the Covid, improves outcomes and reduces likelihood of vaccine breakthrough. The 2014 MAPP community health survey identified Sitka's trail system as contributing to improved health conditions in Sitka's adults.

Sitka has a reputation as a great town for visitors to hike. The February 2015 issue of Alaska Magazine cover feature article, "5 GREAT PORT TOWNS" and listed Sitka FIRST among places to visit. The article extolled Tlingit culture, Russian history, diversified activities and *"easy-access hiking is a big draw in Sitka."* *"Enter the trail system via Baranof Street just a few blocks from downtown... (the trails are) 'all well marked with quick access back to town. Regardless of your chosen route, you'll walk a fairly level path through forest lands and muskegs. More dedicated hikers can..."* This is the type of recognition Sitka Trail Works has tried to bring to the community since 1999! Through the Alaska Trail Initiative, we hope to have Sitka identified as a "Trail Town." Sitka's varied trail system is set up to have broad appeal and get visitors to stay longer or "one more day" which would be a significant contribution to Sitka's economy.

• What are some benchmarks during the project that indicate things are going in the right direction?

- STW tremendous collaboration with the City that has resulted in 2.4 million dollars for the Cross Trail Phase 6 design, planning and construction from the Federal Lands Access Program (FLAP) for which STW wrote the grant proposal. Design, permitting and NEPA is completed in-house, by STW management, providing unparalleled value for the project, for the community and the City.
- Project construction contract, using grant and match funds acquired by STW, signed for 2.0 million, 12/19. Currently 10,877 lineal feet of rough trail surface constructed of the 13,728 total with 977 feet complete.
- A 2021 Recreation Trails Program (RTP) grant for \$37,368 was applied for Alaska State Parks' Sea Lion Cove repair work awarded.
- The Alaska Trails Initiative Trail Investment Strategy inspired the US Forest Service, Tongass Region, to undertake a similar effort for the Tongass which includes Sitka as a town of focus. Improving policies and funding for Tongass and Sitka trails is predicted outcome.

Statement of Need – total pts. 10

• How does this project align with the funding category that you are applying for?

Planning, building and maintaining a beautiful, integrated and diversified trail system for the community of Sitka is truly community development. Sitka trails are low-maintenance and high-use recreation infrastructure that make Sitka a good place to live, work and play. They are good for business, the economy and for health. Sitka Trail Works helps our community to grow and develop by creating trails which attract a talented work force and visitors and help sustain a healthy economy. Sitka recreational infrastructure, including trails, result in improved quality of life and outdoor recreation, and are community values. The Sitka Trail Plan, 2011 Sustainable Outdoor Recreation Plan and CBS Comprehensive Plan 2030 support trails. Upcoming plans: Tongass Sustainable Trail Strategy and Comprehensive Sitka P & R Plan.

supplemental legislative funding. More recently, the 2016/17 maintenance and repairs to Mosquito Cove, 2015 Trail Storm damage repairs, Indian River maintenance (2018), Cross Trail Phase 1 – 5 completed 2016 and design, permitting for Phase 6 construction complete, Phase 6 construction and match funding complete and construction contract signed with 10,877 feet of trail constructed.

• Community Support

Sitka Trail Works is very widely supported in the community. From July 1, 2020 – July 1, 2021 Sitka Trail Works has received \$41,965 in donations from over 250 member households. The trail users vote with their wallets in support of the trail system. Allen Marine helps us with off-island hikes each year which usually allows us to net close to \$10,000 in additional support. The past two years COVID has prevented this fundraiser.

• Board Attendance – Executive Officer

The nine-member board meets monthly (except December) and there has never been a case when a quorum was not present. As a general rule, eight or nine members are usually present and Board members only miss meetings because they are travelling out of town. All the Board members hold full time jobs in the community and attend meeting over their lunch hours and donate at least three weekend days per year to lead the hikes. Board members receive a written report and board packet prior to each meeting and the President Don MacKinnon runs a great meeting. The Sitka Trail Works Director is Lynne Brandon, the former CBS Parks Manager and Ben Hughey is the Executive Manager.

• List of Board Members and Officers

President Don MacKinnon (CBS Information Technology)
 Vice President Dawn Johnson (Operations Manager, Northline Seafoods)
 Treasurer Roslyn MacKinnon (Samson Tug and Barge, CFO)
 Secretary Maegan Bosak (Senior Director of Lands and Property, SEARHC)
 Lee House (Owner and Creative Lead at House Creative)
 Nicole Duclos (Instructional Designer, AK. Native Tribal Health Consortium)
 Doug Osbourne (Health Educator, SEARHC)
 Jessika Beam (Project Coordinator, SEARHC)



Completion of Phase 6 of the Sitka Cross trail in 2021 will extend this popular non-motorized multiuse pathway from Kramer Drive to the Old Sitka Boat Launch parking lot. The pathway will support 4-wheelers and light trucks, in the event of a tsunami or other emergency. This vehicle access makes maintenance tasks much easier and less costly. Photo Phase 6 Cross Trail Granite Creek side.

Budget – total pts. 10

- Statement of assets, revenues, and expenditures for previous year
- Detailed budget for current calendar year (FY 2021) Operating Budget.
- Include itemized list of grants received or pending for prior and current years.

Required Documentation – total pts 10

- Copy of nonprofit documentation (IRS 501c3 designation) – 1st page Compliance Letter from IRS.
- Current State of Alaska nonprofit organization business license – State of AK Certificate of Compliance and Business Licenses.
- CBS Liabilities Form

12:34 PM

08/09/21

Accrual Basis

Sitka Trail Works, Inc.
Statement of Financial Income and Expense
 January through December 2020

	STW Admin	TOTAL
Ordinary Income/Expense		
Income		
4000 · Contributions & Donations (header)		
4031 · Pet Contributions	300.00	300.00
4050 · Temporarily Restricted (Donor designated)		
4051 · Temp Restricted-Benches (Donations for benches)	5,000.00	5,000.00
Total 4050 · Temporarily Restricted (Donor designated)	5,000.00	5,000.00
4010 · Corporate/Business Contributions	1,775.00	1,775.00
4020 · Private Foundation	3,451.23	3,451.23
4030 · Individual Contributions	27,145.00	27,145.00
4040 · Board	600.00	600.00
Total 4000 · Contributions & Donations (header)	38,271.23	38,271.23
4100 · Grants		
4140 · CBS Nonprofit Organiz Grant	13,000.00	13,000.00
Total 4100 · Grants	13,000.00	13,000.00
4200 · Earned Income (header)		
4210 · Fees and Program Service		
4213 · Equipment Rental	2,475.00	2,475.00
5008 · Other Fees (990 line 2 & 93g)	1,000.00	1,000.00
Total 4210 · Fees and Program Service	3,475.00	3,475.00
4220 · Sales		
4223 · Promotional & Educational	20.00	20.00
Total 4220 · Sales	20.00	20.00
Total 4200 · Earned Income (header)	3,495.00	3,495.00
4900 · Other Income		
4910 · Interest and dividends	391.01	391.01
Total 4900 · Other Income	391.01	391.01
Total Income	55,157.24	55,157.24
Gross Profit	55,157.24	55,157.24
Expense		
5000 · Personnel		
5011 · Salaries & Wages		
5012 · Office staff	40,620.81	40,620.81
Total 5011 · Salaries & Wages	40,620.81	40,620.81
5100 · Payroll Taxes		
5101 · FICA	2,680.60	2,680.60
5102 · FICAMED	626.92	626.92
5103 · AK-ESC	383.78	383.78
Total 5100 · Payroll Taxes	3,691.30	3,691.30
5200 · Fringe Benefits		
5210 · Health Insurance	2,615.20	2,615.20
5221 · Workers Compensation	288.74	288.74
Total 5200 · Fringe Benefits	2,903.94	2,903.94
Total 5000 · Personnel	47,216.05	47,216.05
6000 · Contractual/Consulting		
6010 · Accounting & Audit	1,356.08	1,356.08
6050 · Fundraising	481.00	481.00
6000 · Contractual/Consulting - Other	200.00	200.00
Total 6000 · Contractual/Consulting	2,037.08	2,037.08
6100 · Travel		
6131 · Walk & Bike Conference Sch (Sitka Trail Works is acting as the fi...	0.00	0.00
6120 · Training & Conferences	249.00	249.00
6130 · Meetings, Meals, Retreats	460.32	460.32

SITKA TRAIL WORKS FY 2021 BUDGET

	2021 BUDGET	2020 ACTUAL	2020 BUDGET
Income			
4000 · Contributions & Donations			
4010 · Corp/Bus Contr	\$1,800	\$1,775	\$2,500
4020 · Private Foundation	\$3,400	\$3,451	\$3,400
4030 · Individual Contributions	\$25,000	\$27,145	\$24,000
Benches	\$5,000	\$5,000	\$5,000
4031 - Pet Contributions	\$300	\$300	\$250
4040 · Board	\$1,000	\$600	\$1,000
Total 4000 · Contribs & Dons	\$36,500	\$38,271	\$36,150
4100 · Grants			
4140 · CBS Nonprofit Organiz Grant	\$7,000	\$13,000	\$7,500
Total 4100 · Grants	\$7,000	\$13,000	\$7,500
4200 · Earned Income			
4210 · Fees / Program Service	\$500	\$1,000	\$1,000
4213 · Equipment Rental	\$3,000	\$2,475	\$7,500
Total 4210 · Fees & Prog Serv	\$3,500	\$3,475	\$8,500
4220 · Sales		\$20	
4223 · Allen Marine Hikes			\$9,680
4225 · Firewood/Trail Materials			\$0
Total 4220 · Sales	\$0	\$20	\$9,500
Total 4200 · Earned Income	\$3,500	\$3,495	\$18,000
4900 · Other Income			
4910 · Interest and dividends	\$150	\$391	\$150
4915 · Administration Recovery CBS/FLAP	\$40,000	\$66,698	\$20,000
Total 4900 · Other Income	\$40,150	\$67,089	\$20,150
TOTAL INCOME	\$87,150	\$121,855	\$81,800

Expense

5000 · Personnel			
Total 5012 · Salaries & Wages - Office Staff	\$55,605	\$40,621	\$47,500
5100 · Payroll Taxes			
Total 5100 · Payroll Taxes	\$5,466	\$3,691	\$4,750
Total 5200 · Fringe Benefits	\$5,400	\$2,904	\$3,133
Total 5000 · Personnel	\$66,471	\$47,216	\$55,383
6000 · Non-Personnel Expenses			
Total 6000 · Contractual/Consulting	\$3,000	\$2,037	\$3,000
Total 6100 · Travel/Training	\$1,000	\$709	\$2,275
Total 6200 · Occupancy	\$5,740	\$1,541	\$1,535
Total 6300 · Allen Marine Rental & STW Vehicle	\$100	\$52	\$7,232
Total 6500 · Supplies	\$4,380		
Total 6600 · Equipment lease and repair		\$0	\$0
Total 6700 · Insurance, Dues, Other	\$4,600	\$3,669	\$6,375
Total 7100 · Depreciation		\$0	\$0
Total 6000 · Non-Personnel Expenses	\$18,820	\$10,653	\$20,417
TOTAL EXPENSE	\$85,291	\$57,869	\$75,800

NET INCOME (LOSS)	\$1,859	\$63,761	\$6,000
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INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2508
CINCINNATI, OH 45201

Date: OCT 26 1999

SITKA TRAIL WORKS INC.
403 LINCOLN ST STE 210
SITKA, AK 99835

DEPARTMENT OF THE TREASURY

Employer Identification Number:

DLN:

Contact Person:

ID#

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Addendum Applies:
No

Dear Applicant:

Based on 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(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

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.

Letter 947 (DO/CG)

-3-

SITKA TRAIL WORKS INC.

990-T, Exempt Organization Business Income Tax Return. 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.

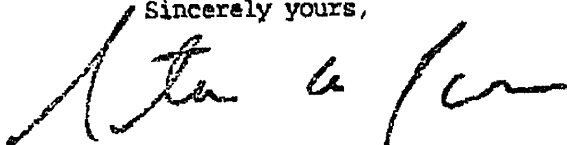
You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



District Director

Letter 947 (DO/CG)

Has the organization:**A. Registered to solicit charitable contributions in any other state?**

Yes

☒ No

Armed Forces America	Indiana	New York
AF Africa/Can/Eur/ME	Kansas	Ohio
Alaska	Kentucky	Oklahoma
Alabama	Louisiana	Oregon
Armed Forces Pacific	Massachusetts	Pennsylvania
Arkansas	Maryland	Puerto Rico
American Samoa	Maine	Palau
Arizona	Marshall Islands	Rhode Island
California	Michigan	South Carolina
Colorado	Minnesota	South Dakota
Connecticut	Missouri	Tennessee
District of Columbia	North Mariana Islands	Texas
Delaware	Mississippi	Utah
Florida	Montana	Virginia
Fed State Micronesia	North Carolina	Virgin Islands
Georgia	North Dakota	Vermont
Guam	Nebraska	Washington
Hawaii	New Hampshire	Wisconsin
Idaho	New Jersey	West Virginia
Iowa	New Mexico	Wyoming
Illinois	Nevada	All States

B. Been enjoined or otherwise prohibited by a government agency or court from soliciting charitable contributions in any state or jurisdiction?

Yes

☒ No

Paid Solicitors

Did the organization use one or more paid solicitors to solicit contributions in Alaska during the past year?

- Yes *"Paid solicitor" means a person who is required to be registered under AS 45.68.010(b) or as defined by AS 45.68.900(4).*
- ☒ No

Financial Information**Fiscal or Accounting Year:**

Start Date: January 01, 2020

End Date: December 31, 2020

Based on the organization's last fiscal or accounting year, please state:

A. Total Revenue from all sources: \$1,192,592.00

B. Total Expenses: \$1,127,772.00

Did the organization file a Form 990 with the IRS for the last fiscal year?

☒ Yes Form Type: 990 990-T:

No

For the purpose of completing this section, "Form 990" means Forms 990, 990-EZ, 990-PF, 990-N or 990-T.

Did the organization complete an audited financial statement for the last fiscal year?

Yes

☒ No

For the purpose of completing this section, "audited financial statement" means an independent audit, prepared in accordance with generally accepted accounting principles, and accompanied by the opinion of a certified public accountant.

Signature

Date: August 03, 2021
Title: EXECUTIVE DIRECTOR
First Name: LYNNE
Last Name: BRANDON

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 TRAIL WORKS, INC

801 HALIBUT POINT RD, SITKA, AK 99835-7102

owned by

SITKA TRAIL WORKS, INC.

is licensed by the department to conduct business for the period

October 14, 2020 to December 31, 2022
for the following line(s) of business:

23 - Construction



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

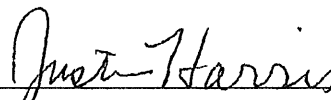
General Fund Grants for Non-Profit Organizations for Fiscal Year 2022

CBS Liabilities Form

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

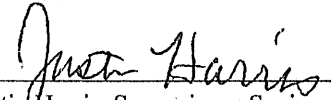
Organization Name: Sitka Trail Works, Inc.

- Property Tax



Justin Harris, Supervisory Senior Accountant
747-1853

- Sales Tax



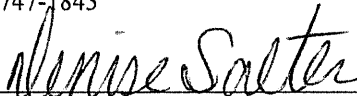
Justin Harris, Supervisory Senior Accountant
747-1853

- Municipal Leases



Erica Stocker, Utility/Harbor Billing Clerk
747-1843

- Loan/Promissory Note



Denise Salter, Controller
747-1836

- Utilities



Erica Stocker, Utility/Harbor Billing Clerk
747-1843

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