



Non-Profit and Ancillary Requests to City Council



Non-Profit and Ancillary Presentations to Rawlins City Council

Tuesday, March 29, 2022, in Council Chambers

All work sessions are broadcast via Spectrum Channel 191 and Facebook Live

Time	Non-Profit/Ancillary Organization	21-22 Funding	22-23 Request
6:00	Children's Advocacy Project	\$5,500	\$5,500
6:10	Stepping Stones Youth Home/Volunteers of America	\$25,000	\$25,000
6:20	Boys and Girls Club of Carbon County	\$15,000	\$15,000
6:30	Carbon County Child Development Program	\$9,000	\$12,600
6:40	Carbon County COVE	\$15,000	\$15,000
6:50	Carbon County Economic Development Corporation	\$15,000	\$15,000
7:00	Carbon County Senior Services	\$15,000	\$20,000
7:10	Break		
7:20	High Country Behavioral Health	\$25,000	\$30,000
7:30	Pet Partners of Carbon County	\$15,000	\$15,000
7:40	Project Reach Early Intervention Center & Preschool	\$7,000	\$8,000
7:50	Rawlins-Carbon County Chamber of Commerce	\$10,000	\$12,500
8:00	Wyoming Frontier Prison/Old Pen Joint Powers Board	\$20,000	\$35,000
8:10	Rawlins-Carbon County Airport Board	N/A	\$40,000
4/5	Rawlins DDA/Main Street (due to contract review with attorney)	\$50,000	\$50,000

1	Children's Advocacy Project
2	Stepping Stones Youth Home/ Volunteers of America
3	Boys & Girls Club of Carbon County
4	Carbon County Child Development Program
5	Carbon County COVE
6	Carbon County Economic Development Corporation
7	Carbon County Senior Services
8	High Country Behavioral Health
9	Pet Partners of Carbon County
10	Project Reach Early Intervention Center & Preschool
11	Rawlins-Carbon County Chamber of Commerce
12	Wyoming Frontier Prison/ Old Pen Joint Powers Board
13	Rawlins-Carbon County Airport Board
14	Rawlins Downtown Development Authority(DDA)/Main Street
15	

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: March 16, 2022

Name: Children's Advocacy Project, Inc.

Address: 350 North Ash, Casper Wy 82601

Community Services Provided:

Forensic Interviewing: CAP conducts forensic interviews for child victims of abuse and severe maltreatment, as well as vulnerable adults. CAP forensic interviewers consistently strive to provide up-to-date best practice interviews. Each interviewer participates in on-going training to ensure skills are at the highest level. The CAP interviewers attend numerous trainings annually to ensure current best practices are being used. Most recently, the interviewer attended the "Presenting Evidence" training facilitated by trainers from the Fox Valley/National Criminal Justice Training Center. This specific training is beneficial when conducting interviews related to child pornography and other ICAC related cases. The interviewers are also required to participate in monthly Midwest Regional CAC peer review meetings. This is a process which allows forensic interviewers to obtain consistent feedback from experienced interviewers working with accredited centers from various states in the mid-west region.

Victim Advocacy: CAP provides victim advocacy services for children and non-offending family members. This includes explaining the process of the CAP interview, what to expect following the forensic interview, assisting them with obtaining counseling services, referring them to community agencies for needed services, and assisting families with victim's compensation forms.

Therapeutic Services: CAP provides individual and family therapy for children and their non-offending families. For youth living outside of Natrona County, CAP provides referral information to appropriate services in the family's home community. CAP employs two licensed therapists who are certified in Trauma Focused Cognitive Behavior Therapy (TFCBT) as well as general therapeutic modalities considered as best practice for traumatized children. One therapist is also trained in EMDR, a common model used for PTSD.

Community Education/Training: CAP conducts community trainings on issues related to child sexual abuse such as recognizing signs of abuse, how to report, ways to protect children, body safety, as well as services provided at CAP.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

City Appropriated Amount -	FY 2019-2020: \$4,000.00
City Current Year Appropriated Amount –	FY 2020-2021: \$5,500.00
Requested Budget -	FY 2021-2022: \$5,500.00

Justification for Requested Budget:

CAP continues to seek funding from a variety of sources to ensure there is not reliance upon only one funder. Income to CAP includes grant funds, program income received through billable therapy services IF the family has insurance coverage, donations, and support from various cities and counties who utilize our services. CAP does not charge families or investigative agencies for services provided at CAP. Funding from various cities and counties, such as Rawlins, demonstrates a level of confidence in CAP, which in turn lends credibility when seeking funds from other sources. Funding also assists with securing matches when required by funders.

The funding request of \$5,500 from the City of Rawlins accounts for just over 1% of total income.

How many people does your agency serve?

CAP conducted 18 forensic interviews of children from Carbon County in 2021. Most recently, during the first two months of 2022, CAP has conducted seven (7) interviews for law enforcement in Carbon County. The 18 forensic interviews conducted for Carbon County in 2021 included the following types of abuse:

- Sexual Abuse (including child pornography): 12
- Physical Abuse: 4
- Drug Endangerment/Neglect: 1
- Witness to Domestic Violence: 1

Of the 18 children, two experienced more than one abuse type.

On a statewide basis, in 2021, CAP conducted 354 forensic interviews for 16 counties, seven (7) states outside of Wyoming, and the FBI. COVID challenges continued in 2021 for many; however, CAP is proud to have been able to continue uninterrupted services throughout the year to ensure child victims of abuse receive the best response possible.

Below is a breakdown of the abuse types requiring forensic interviews in 2021:

- Sexual Abuse (including child pornography): 249
- Physical Abuse: 30
- Drug Endangerment/Neglect: 19
- Witness to Violence (including witness to domestic violence, homicide, and witness to abuse: 56

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

CAP staff is willing to travel to the City of Rawlins to assist with an annual clean-up day if the schedule and weather permits. CAP is an organization comprised of six employees who work directly with child victims and non-offending families. CAP's priority must continue to be providing these services to children. Coordinating a training event with a clean-up day would be ideal.

2. Can you meet all of the contract requirements?

CAP can meet all contract requirements, excluding the adopt-a-street program, due to CAP being located in Casper, WY. All direct service components of the contract will be provided.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

CAP will advertise funding received from the City of Rawlins by posting an announcement on the agency Facebook account and will list the City of Rawlins as a funder on the agency website. CAP also includes a specific budget with most grant applications, which provides line-item income amounts and the specific agency providing funds.

Signature: Stacy M. Nelson

**CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding**

	FY 2021-2022 ACTUAL (Projected based upon actual financials July- December 2021)	FY 2022-2023 BUDGET
TOTAL REVENUES (Includes all City/County funds, Donations, Program Income, Grant Income, Fundraising	\$ 510,970.25	\$ 555,695.75
TOTAL OPERATING EXPENSES	\$ 488,681.53	\$ 545,913.12
SURPLUS / (DEFICIT)	\$ 22,288.72	\$ 9,782.63
TOTAL FUNDS FROM THE CITY	\$ 5,500.00	\$ 5,500.00
TOTAL FUNDS FROM THE COUNTY	\$ 3,000.00	\$ 3,000.00
TOTAL FUNDS FROM OTHER AGENCIES	\$ 99,533.25	\$ 99,533.25
TOTAL FUNDS IN RESERVE	\$ 758,738.96	\$ 758,738.96

**** CAP believes it is critical to build reserve funding to ensure services to child abuse victims continue without interruption when there is a loss of funding. In the event of a loss of funding, invested funds would be accessed to pay operational expenses, such as salaries, building insurance costs, utilities etc. CAP's operating reserves in the amount of \$758,738.96 are funds which have been invested over the last several years and are specifically intended for future use to ensure sustainability should funding be frozen or eliminated. This amount reflects the FY22 balance as of Feb 28, 2021.**

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Mira Miller

From: Anna Edwards <Anna.Edwards@voanr.org>
Sent: Monday, March 21, 2022 2:36 PM
To: Mira Miller
Cc: Jona Horner; Jona Horner; Susie Arnold
Subject: VOA - Stepping Stones Youth Home FY2022-2023 Budget Request
Attachments: VOA - 2022-2023 Non-Profit Financial History .pdf; VOA - 2022-2023 Application for Non-Profit and Ancillary 2022.pdf

Importance: High

This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mira,

I am pleased to submit Volunteers of America Northern Rockies' FY2022-2023 budget request to the City of Rawlins.

Attached to this email please find Non-profit and Ancillary Agencies Request for Funds and Financial Information form relating to Volunteers of America Northern Rockies \$25,000 request for continued support for Stepping Stones Youth Home.

If funded, VOA will continue to operate the 8-bed facility while ensuring local, at-risk youth have access to services. City funding is critical to meeting the needs of the 60-72 youth we anticipate serving in the upcoming year. This funding also allows VOA to leverage additional funds to support this important community program.

Please feel free to contact me via email or phone with any questions about this application.

Thank you for your time and consideration,



Anna Edwards, Director of Grants
[Volunteers of America Northern Rockies](#)

Email – anna.edwards@voanr.org

Office - 307.672.0475

Cell - 307.251.2423

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: **March 21, 2022**

Name: **Volunteers of America Northern Rockies**

Address: **1130 Daley St., Rawlins, WY 82301**

Community Services Provided:

Stepping Stones Youth Home is an 8-bed residential facility for youth ages 10-17 located in Rawlins, Wyoming.

Volunteers of America Northern Rockies (VOA) reopened Stepping Stones, formerly Carbon County Youth Crisis Center, on February 15, 2022. The youth home had been closed leaving Rawlins and Carbon County with no youth shelter for their community.

Stepping Stones is designed to keep youth in the community and reunify families. With no group home, youth are placed in other cities or can end up in the county detention facility for lack of an appropriate place to go. Stepping Stones ensures that Rawlins youth have access to community-based crisis and group home services.

The programming at Stepping Stones offers local families and youth in crisis a structured environment that promotes social skills, stability, and education. Residents learn life skills and work with our staff to create and complete a plan for re-integration into their families.

Stepping Stones is committed to promoting the life and social skills that will help our residents achieve their goals and become healthy and independent adults. Through focusing on accountability and social awareness, youth come to develop life and communication skills necessary to navigate the world. Stepping Stones also serves as a runaway/homeless youth shelter, which is accessible to youth 24 hours a day/7 day a week. Every 10–17-year-old in need of food and shelter is welcome at Stepping Stones. Stepping

Stones Group Home also uses a trauma informed approach with the youth in our care. VOA staff are focused on the following: Safety and Structure, Self-Regulation, Support, and Strengths. VOA proactively creates a safe environment for both staff and residents through structured programming. VOA focuses on the strengths of the youth we serve, not their weakness which builds confidence, resilience, and trust.

At intake, all youth complete a safety plan that identifies their triggers and warning signs; coping skills, and who they can go to for help. Each youth then works with staff to develop an individualized course of programming. A typical program will include the following:

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

- Home Contract: VOA staff and youth put house rules in writing and establish agreed upon consequences for not following the rules.
- Social Skills: each youth is asked to identify social skills they need to strengthen which then becomes a goal for them to work toward.
- Change assignment: youth are asked to identify a behavior they need to change and develop a plan on how they are going to change that behavior.
- STEP UP: This curriculum is designed to build healthy relationships in families. There is a component for parents and youth. Weekly meetings are set up for staff to guide the family and youth through what they have worked on that week.

VOA Staff strive to involve families in each youth's program whenever possible. Residents have weekly calls with their family members. Visits are also set up, when appropriate, with the family help youth practice the skills they are learning. Staff members also assist families in finding resources in the community for counseling, medical assistance, etc.

City Appropriated Amount -	FY 2019-2020:	\$0
City Current Year Appropriated Amount –	FY 2020-2021:	\$25,000
Requested Budget -	FY 2021-2022:	\$25,000

Justification for Requested Budget:

The Stepping Stones Youth Home provides 8 residential beds for youth ages 10-17 living in Carbon County. Until VOA reopened the program on February 15, 2022, Rawlins youth in crisis had no local program to meet their needs which resulted in youth being transported to facilities outside of their home communities or being detained in facilities not designed to serve youth.

VOA will use the \$25,000 requested from the City of Rawlins to support operational expenses for Stepping Stones Youth Home. City funds are critical to ensure this program remains open and accessible to local youth. Without City support, services at Stepping Stones many be reduced meet budgetary constraints.

Stepping Stones benefits the City of Rawlins and Carbon County by ensuring local youth in crisis have access to safe, local, and appropriate services. In addition, this program benefits the City of Rawlins by reducing cost to local law enforcement by decreasing the need for youth detainment in adult facilities and out-of-county transportation.

In addition to the funds requested, VOA has a strong development team working to secure private funding to offset program deficits to support program operations of Stepping Stones in FY2022-2023 and beyond.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

VOA works diligently to ensure that we are good stewards of the funding we receive. VOA is doubly committed to maintaining the lifesaving services provided by the Stepping Stones Youth Home for many years to come.

How many people does your agency serve?

Stepping Stones Youth Home is an 8-bed residential facility for youth located in Rawlins, Wyoming. In FY2022-2023, VOA will serve **60-72** youth aged 10-17.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

VOA staff and youth already participate in the City of Rawlins Adopt-A-Street program and will participate in the annual clean up. Volunteerism and community service are a part of Stepping Stones curricula. Staff regularly organize Adopt-A-Street cleanup activities for youth involved in the program.

2. Can you meet all of the contract requirements?

VOA is able to meet all of the contract requirements set forth by the City of Rawlins.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

Once VOA receives notification of this award, we will submit a press release to local news outlets. In addition, VOA will post a notification of award on our Facebook page.

Signature: _____



CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	\$249,431	\$407,636
TOTAL OPERATING EXPENSES	\$277,381	\$640,136
SURPLUS / (DEFICIT)	(\$27,950)	(\$232,500)
TOTAL FUNDS FROM THE CITY	\$25,000	\$25,000
TOTAL FUNDS FROM THE COUNTY	\$83,333	\$200,000
TOTAL FUNDS FROM OTHER AGENCIES	\$141,098	182,636
TOTAL FUNDS IN RESERVE	\$0	\$0

Are board meetings held by your agency open to the public?

☐ Yes
☒ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: February 11, 2022

Name: Boys & Girls Club of Carbon County

Address: 725 E. Brooks/PO Box 2063
Rawlins, WY. 82301

Community Services Provided: The Boys & Girls Club of Carbon County is an afterschool and out of school program. We provide a safe place for children to learn and grow; with ongoing relationships with caring adult professionals and youth mentors. We offer life-enhancing programs and character development experiences; opportunities to dream big and to learn how to make their dreams become a reality. The Club offers job opportunities for our teens and scholarships for those who are graduating to continue their education. We serve youth from 1st grade during the school year through age 18. During the summer months we offer our Kindergarten students an opportunity to come to the club. The Boys & Girls Club provides services in Rawlins, Sinclair, Saratoga, Hanna and Elk Mountain area.

Our programs target the following areas; Education and Career, Character & Leadership, Health and Life skills, The Arts Program, Sports, Fitness and Recreation, as well as specialized programs, Club Service and Torch Club.

City Appropriated Amount -	FY 2019-2020: \$17,500.00
City Current Year Appropriated Amount –	FY 2020-2021: \$15,000.00
Requested Budget -	FY 2021-2022: \$15,000.00

Justification for Requested Budget: Nationally the Boys & Girls Club has served over 4 million youth at more the 4,200 different clubs. The mission of the Boys & Girls Club is to provide children and teens with a safe affordable place to go after school. With the continual challenges we face the club is committed to provide these services to our youth of Carbon County by focusing a new and better ways to obtain sustainability. From increasing our fundraising efforts, to grants.

Our current enrollment is 218, which includes our high school students and summer enrollment. 24% of our members are from single parent households, and 15 members qualify for free/and or reduced lunch.

How many people does your agency serve? **Currently we serve youth from RES, which is 80% of our members, the Middle School is 5%, High School 15% and one member that is home-schooled. During the summer months we have youth from Hanna, Elk Mountain, Saratoga, Sinclair and Rawlins area as well as some visitors from out of state and county.**

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program? **The Boys & Girls Club will continue to clean our designated area located on Harshman & Murray Street. We schedule clean up several times during the year.**

2. Can you meet all of the contract requirements?

Yes we can meet all the contract requirements.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?
We will acknowledge the City of Rawlins on our website, facebook page as one of our sponsors.

Signature: *Theresa C. Pacheco*

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	259,918.61	349,296.00
TOTAL OPERATING EXPENSES	279,547.85	310,237.00
SURPLUS / (DEFICIT)	19,604.80	39,059.00
TOTAL FUNDS FROM THE CITY	15,000.00	15,000.00
TOTAL FUNDS FROM THE COUNTY	0	0
TOTAL FUNDS FROM OTHER AGENCIES	244,918.61	304,763
TOTAL FUNDS IN RESERVE	117,367.88	120,582.50

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Boys and Girls Clubs of Carbon County
Profit & Loss Budget vs. Actual
January through December 2021

Ordinary Income/Expense	Over Budget		
	Jan - Dec 21	Budget	(Under) Budget
Income			
Carbon County	888.00		
Donation	8,867.10	5,000.00	3,867.10
Donations-Corporate			
Other Corporate Donations	6,492.14	5,000.00	1,492.14
Sinclair	7,000.00	10,000.00	(3,000.00)
Total Donations-Corporate	13,492.14	15,000.00	(1,507.86)
Fundraising	15,452.49	30,000.00	(14,547.51)
Grants			
21st Century 13th-1	127,045.59	119,398.00	7,647.59
BCBS Caring Fndtn	15,794.17	15,882.35	(88.18)
City of Rawlins 20-21	8,750.00	8,800.00	(50.00)
City of Rawlins 21-22	7,500.00	10,000.00	(2,500.00)
Rec. Board 2017.19	0.00	1,800.00	(1,800.00)
Rec. Board 2018.14	2,715.54	703.22	2,012.32
Rec. Board 2019-09	663.49		
Suicide Prevention	3,213.50		
TANF 19-20	2,686.76		
TANF 21-22	3,631.66	9,167.00	(5,535.34)
Torch Club	1,250.00		
Town of Sinclair	1,200.00	1,200.00	-
United Way	3,572.73		
United Way - Nord Kirkeeng	0.00	1,000.00	(1,000.00)
Walmart	4,000.00	1,000.00	3,000.00
Total Grants	182,023.44	168,950.57	13,072.87
Membership Dues	39,195.44	30,000.00	9,195.44
Total Income	259,918.61	248,950.57	10,968.04
Gross Profit	259,918.61	248,950.57	10,968.04
Expense			
Bank Service Charges	40.00		
Communications			
Advertisement	729.00	700.00	29.00
Postage and Delivery	56.00	300.00	(244.00)
Telephones	2,504.82	3,000.00	(495.18)
Total Communications	3,289.82	4,000.00	(710.18)
Consumable Supplies			
Art Supplies	182.12	2,200.00	(2,017.88)
Athletic and recreation supplie	10,956.46	3,000.00	7,956.46
Learning Area Supplies	4,410.50	10,000.00	(5,589.50)
Membership Supplies	6,164.84	2,000.00	4,164.84
Office Supply	2,607.95	4,000.00	(1,392.05)
Other Supplies	2,820.13	1,500.00	1,320.13
Snacks 1			

Boys and Girls Clubs of Carbon County
Profit & Loss Budget vs. Actual
January through December 2021

			Over Budget
	Jan - Dec 21	Budget	(Under) Budget
Food Bank of The Rockies	48.50	300.00	(251.50)
Kroger/City Market, and other	2,553.81	3,500.00	(946.19)
Other Snacks	698.56		
Total Snacks 1	3,300.87	3,800.00	(499.13)
Consumable Supplies - Other	42.80		
Total Consumable Supplies	30,485.67	26,500.00	3,985.67
Dues and Subscriptions	1,125.87	600.00	525.87
Fundraising Expenses			
Concessions	3,949.64		
Fees and Contracts	1,695.00		
Misc. Expense	2,140.55		
Total Fundraising Expenses	7,785.19		
Interest Expense			
Finance Charge	44.66	150.00	(105.34)
Total Interest Expense	44.66	150.00	(105.34)
Miscellaneous	600.00		
Office Supplies	186.36		
Payroll Expenses			
Benefits			
CTI-Health, LTD, Life	386.88	500.00	(113.12)
Simple Expense	1,241.34	2,000.00	(758.66)
SOS/Medicare	12,214.51	15,000.00	(2,785.49)
Workers' Comp.	4,034.37	5,000.00	(965.63)
Wy Unemployment	548.59	3,000.00	(2,451.41)
Total Benefits	18,425.69	25,500.00	(7,074.31)
Program Directors	99,975.96	96,000.00	3,975.96
Secretary and part time wages	59,628.57	70,000.00	(10,371.43)
Payroll Expenses - Other	73.58		
Total Payroll Expenses	178,103.80	191,500.00	(13,396.20)
Professional Development			
Fees	816.81	300.00	516.81
Staff Training	3,982.55	5,000.00	(1,017.45)
Professional Development - Other	106.56		
Total Professional Development	4,905.92	5,300.00	(394.08)
Professional Fees and Insurance			
Accounting	8,427.00	8,400.00	27.00
Audit	0.00	9,225.00	(9,225.00)
Bank Charges	144.36		
Dues - BGCA National	3,014.00	3,700.00	(686.00)
Dues - Wy Allian, Area Council	1,700.00	2,000.00	(300.00)
Insurance - Accident Policy	350.00	400.00	(50.00)
Insurance - D & O	0.00	3,800.00	(3,800.00)
Insurance - General Liability	11,192.00	10,739.00	453.00
Legal Fees	0.00	1,000.00	(1,000.00)

Boys and Girls Clubs of Carbon County
Profit & Loss Budget vs. Actual
January through December 2021

			Over Budget
	Jan - Dec 21	Budget	(Under) Budget
Total Professional Fees and Insurance	24,827.36	39,264.00	(14,436.64)
Repairs			
Equipment Repairs	0.00	300.00	(300.00)
Total Repairs	0.00	300.00	(300.00)
Space Costs/Utilities	8,100.00	7,800.00	300.00
Specialized Programs			
Special Instructors	4,074.00	9,100.00	(5,026.00)
Special Programs	44.50	19,000.00	(18,955.50)
Youth of the Year	130.00	1,500.00	(1,370.00)
Total Specialized Programs	4,248.50	29,600.00	(25,351.50)
Supplies	411.97		
Technology			
Club Equipment	0.00	3,000.00	(3,000.00)
Reports	0.00	500.00	(500.00)
Software License	450.00	600.00	(150.00)
Tech Maintenance	893.00	3,000.00	(2,107.00)
Technology Supplies	4,341.19	2,000.00	2,341.19
Technology - Other	1,761.97		
Total Technology	7,446.16	9,100.00	(1,653.84)
Travel & Ent			
Meals	22.55		
Travel/Training	1,254.75		
Total Travel & Ent	1,277.30		
Utilities			
Gas and Electric	6,036.88	7,800.00	(1,763.12)
Water	632.00	900.00	(268.00)
Total Utilities	6,668.88	8,700.00	(2,031.12)
Total Expense	279,547.46	322,814.00	(43,266.54)
Net Ordinary Income	-19,628.85	-73,863.43	54,234.58
Other Income/Expense			
Other Income			
Interest Income	24.05		
Total Other Income	24.05		
Net Other Income	24.05		
Net Income	-19,604.80	-73,863.43	54,258.63

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: 3/14/2022

Name: Carbon County Child Development Programs

Address: 1801 Edinburgh Rawlins WY 82301

Community Services Provided:

Carbon County Child Development Programs (CCCDP) provides comprehensive services to children three to five years old. The program's comprehensive services are as follows: health services including, nutrition, mental health, vision, hearing, and dental. Educational services include special education and school readiness. Family Services include community resources, parent partnerships, parent trainings, and safety.

CCCDP serves 90% of low-income families, according to the Department of Health and Human Services, Head Start Guidelines. CCCDP uses Creative Curriculum Continuum as their primary curriculum to guide learning and make sure our children are ready for kindergarten. Supplemental curriculums and programs include: Zoo Phonics, Happy Numbers, Ready 4K, and Ready Rosie.

CCCDP has four full-day classrooms in Rawlins that start school at 8 a.m. and end at 4 p.m. The transition to full-day classrooms has been very well received and helps fulfill community needs by offering working parents full-day preschool services. Childcare in Rawlins is extremely expensive and limited. Families are unable to pay for the high cost of childcare and work a job that pays minimum wage. If parents work, a large portion of their paychecks will go to childcare, making it unbeneficial for some families to work. Our program can offer 80 child slots so parents and caregivers are able to work and/or attend higher education without the high cost of childcare. Families are able to become more self-sufficient. Head Start is a free program!

CCCDP has many community partners, such as Carbon County School District 1, Carbon County Public Health, Wyoming Workforce Services, Carbon County Higher Education Center, Project Reach Early Intervention Center and Preschool, and Saint Vincent DePaul. CCCDP leads and hosts a Health Services Advisory Committee that meets quarterly to discuss health concerns and trends of the community. Head Start children receive or have access to medical, dental and mental health services. We collaborate with health professionals who provide, when available, physicals and dental checks. Our program's Health Specialist and staff provide basic health checks such as vision, hearing, height, weight, nutrition, blood pressure, lead/anemia checks and social emotional screenings. CCCDP provides, throughout the year, several parent trainings provided by an in-house instructor or through a community professional. CCCDP currently provides CPR and First Aid courses to interested Head Start families. This helps families be prepared for emergencies.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

City Appropriated Amount -	FY 2020-2021: \$9,000.00
City Current Year Appropriated Amount -	FY 2021-2022: \$9,000.00
Requested Budget -	FY 2022-2023: \$12,600.00

Justification for Requested Budget:

Carbon County Child Development Programs has four full-day classrooms in Rawlins that serve, at a minimum, 65 low-income children and their families. These children are gaining school readiness skills while their parents are able to become or remain employed or attend higher education programs. Head Start parents begin to gain confidence in goal setting and becoming comfortable in an education-rich environment. Our federal grant pays for 80% of the annual costs to provide Head Start services, while 20% of funding must come from other sources. We use Child and Adult Care Food Program (CACFP) for our food program. CACFP reimburses the program \$1.97 for breakfast, \$3.66 for lunch, and \$1.00 for snack for each child in the program. While CACFP is a fantastic program that helps provide healthy meals to our program's children, it is not near enough to cover the annual cost of food. We are short on average \$1,400.00 per month or \$12,600.00 per year on food costs. The increase on food cost is due to inflation on food prices, supply shortages and recommendations regarding food prep and individual packaging of some food items.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve?

80 children and their families.

Rawlins: 65

Saratoga: 15

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

CCCDP has adopted the green space lot from Murray north along 287 Bypass adjacent to the Green Acres Trailer Park. We have cleaned this area for several years and are very proud to do so. CCCDP also participates in an annual Earth Day. The program staff, children, and families help with a cleanup of the Ben Nevis area where the program is located. CCCDP provides a monthly cleanup and safety check of the Ben Nevis area.

2. Can you meet all of the contract requirements?

Yes, CCCDP is able to meet all of the contract requirements.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

The City of Rawlins will be recognized by CCCDP in many different ways throughout the school year, including noting the City of Rawlins in our annual report as well as in our annual grant to the Department of Health and Human Services.

Signature: _____

Mindy Monson

Carbon County Child Development Programs

Executive Director: Mindy Monson

1801 Edinburgh

Rawlins, Wyoming 82301

307-324-4951

Email: mmonson@cccdp.net

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	1,160,137.00	1,287,974.00
TOTAL OPERATING EXPENSES	1,160,137.00	1,287,974.00
SURPLUS / (DEFICIT)	0	0
TOTAL FUNDS FROM THE CITY	9,000.00	9,000.00
TOTAL FUNDS FROM THE COUNTY	0	0
TOTAL FUNDS FROM OTHER AGENCIES	1,115,137.00	1,278,974.00
TOTAL FUNDS IN RESERVE	0	0

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No



Carbon County COVE

March 15, 2022

711 West Pine Street
PO Box 713
Rawlins, WY 82301

Telephone:
(307)324-7071

Facsimile:
(307) 324-7075

Email:
cove711@yahoo.com

Mission Statement

To educate, support, protect, and advocate for those affected by domestic violence, sexual assault, and stalking throughout Carbon County.

Board of Directors

Dawnette Spaulding
Andy Overman
Tosha Garner
Helen Simons
Doretta Leake
Patrick Gonzales

Staff Members

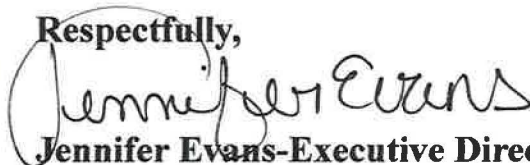
Jennifer Evans
Shellby Oliver

*COVE does not discriminate
based on race, color, religion,
national origin, sex, age, disability,
or sexual orientation.*

RE: Request for Fiscal Year 2022-2023 Budget Allocation

Attached please find the completed application for Carbon County COVE's request for budget allocation for the upcoming fiscal year. If you need any further information, please do not hesitate to contact me. Thank you!

Respectfully,



Jennifer Evans-Executive Director

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: March 15, 2022

Name: Carbon County COVE

Address: 711 West Pine Street/ PO Box 713
Rawlins, WY 82301

Community Services Provided: Carbon County COVE provides free and confidential services to victims of domestic violence, sexual assault, and stalking throughout all of Carbon County. We assist all of Carbon County. We assist all non-offending individuals, regardless of race, color, religion, national origin, sex, age, disability, or sexual orientation. We provide the following services; Crisis intervention, 24/7 crisis hotline, criminal justice support/advocacy, emergency legal advocacy, assistance with crime victim compensation, emergency financial assistance, shelter/safe house, motel, transportation, information, social service advocacy, personal advocacy, and follow up services, additionally we provide referrals for a multitude of various other services and resources including counseling and support groups, we also have a bank of donated clothing and other household items which is available to victims and other individuals in need. Furthermore, we are committed to ending relationship violence in Carbon County and we are taking preventative measures by educating the community about domestic violence, sexual assault and stalking.

City Appropriated Amount -	FY 2019-2020: \$10,000.00
City Current Year Appropriated Amount –	FY 2020-2021: \$15,000.00
Requested Budget -	FY 2021-2022: \$15,000.00

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Justification for Requested Budget:

During FY 2021/2022 COVE has successfully reduced and/or eliminated many expenses. One of the significant eliminated expenses was the office relocation to our Pine street location in May of last year; this location holds no rental costs to the program. With the said move, it saves our agency approximately \$6300.00 a year, this allows the program to allocate funds to victims within our community and better assist their needs.

For FY 2022/2023 Carbon County COVE is requesting \$15,000.00 from the City of Rawlins; this is not an increase from the amount that was generously awarded during the previous FY. We are continuing to see decreases in our state and federal funding and all domestic violence; sexual assault and stalking programs were advised by the Wyoming Division of victim services that the state of Wyoming will be receiving a one million cut across the board in funding for the upcoming FY. With this expected cut in funding the program will not be able to provide the quality of services to our victims. The requested funds from the city of Rawlins will help supplement the funding so that we will be able to better assist victims/ survivors.

Funding received from the City of Rawlins would assist our agency with the sustainability and ability to operate and continue providing the essential services to those in need, specifically for emergency client assistance and maintenance and repair to our safe house. COVE operates the only safe house in Carbon County. In order for COVE to be able to continue to uphold and adhere to our mission of the services that we provide and prevent us from having to turn someone away because of budget constraints and cuts in the unforeseen future funding. It is of utmost importance when serving individuals in need to ensure that a safe and adequate environment is always available. Additionally, COVE is requesting funding for the purpose of expanding our volunteer program as well as outreach and prevention efforts in our community. COVE's vision for the upcoming year plans to implement a sexual assault support group. With the implementation of the support group, this will better assist victims in their healing and their future growth.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve?

During FY 2021-2022 Carbon County served 76 victims and their children as of March 2022 with 3 months remaining in the current FY. Some of the services provided have been shelter/safe house, emergency financial assistance, (fuel, deposit and rental assistance, grocery, legal filing fees) transportation, court accompaniment, family violence protection orders, advocacy and support, and crisis intervention.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

Carbon County COVE staff will be available and continue to participate in all city cleanups, staff will continue to monitor our Green Space area and clean up regularly.

2. Can you meet all of the contract requirements? Yes

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Newspaper ads, brochures, flyers, radio ads, and any social media posts will continue to state that we are sponsored in part by the City of Rawlins.

Signature:  Jennifer Evans - Executive Director
Carbon County CWS.

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	\$137,076.00	\$136, 515.58
TOTAL OPERATING EXPENSES	\$26,423.00	\$23,280.00
SURPLUS / (DEFICIT)		
TOTAL FUNDS FROM THE CITY	\$15,000.00	\$15,000.00
TOTAL FUNDS FROM THE COUNTY	0	0
TOTAL FUNDS FROM OTHER AGENCIES	0	0
TOTAL FUNDS IN RESERVE	6 month CD(\$12,356.29) 2 year CD (\$31,060.18)	6 month CD (\$12,356.29) 2 year CD (\$31,060.18)

Are board meetings held by your agency open to the public?

☒ Yes

☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes

☐ No

215 W Buffalo, Suite 304
Rawlins, WY 82301



Website: www.carbonwvedc.com
Email: director@carbonwvedc.com
Phone: 307.370.0767

ECONOMIC DEVELOPMENT CORPORATION

Mr. Terry Weickum, Mayor
City of Rawlins
521 W. Cedar St. P.O. Box 953
Rawlins, WY 82301

March 1, 2022

Dear Mayor Weickum:

I want to express my most sincere thanks and appreciation to you and the City of Rawlins for your continued investment in the Carbon County Economic Development Corporation for over 35 years. Your continued support has enabled me to plan our future and continue to invest in Rawlins' and Carbon County's businesses, organizations, and residents.

I recognize that you and the City of Rawlins City Council have competing priorities as you go through the City's budget process. I applaud you for your continued investment in an organization that continues to work to improve opportunities for the residents of Rawlins and Carbon County. Any funds received will be used as efficiently and effectively as possible to meet our goals and projects for the year.

I look forward to the opportunity to meet with you and the City Council in person on March 29, 2022. Thank you again for your commitment to the future of the Carbon County Economic Development Corporation and all you do for the City of Rawlins.

Respectfully,

Yvonne Johnson
Executive Director

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: February 28, 2022

Name: Carbon County Economic Development Corporation

Address: 215 W Buffalo St. Suite 304
Rawlins, WY

Community Services Provided:

Carbon County Economic Development Corporation is dedicated to improving economic future of Carbon County, WY

- Provide funding resources within our community, county, state and national level.
- Write Funding Proposals for Non-Profit or Municipalities around Carbon County.
- CCEDC writes letters of support for various wind and other energy projects in the county while going through the various local and state processes.
- CCEDC has a good partnership with the City of Rawlins (county seat), all municipalities, both Chamber of Commerce's, Rawlins DDA/Mainstreet, CCVC, and Non-Profit Agencies. Communication has much improved keeping each other updated on what each is doing.

***See attached for further detailed information

City Appropriated Amount -	FY 2019-2020: \$15,000
City Current Year Appropriated Amount –	FY 2020-2021: \$15,000
Requested Budget -	FY 2021-2022: \$15,000

Justification for Requested Budget:

- Salary, payroll and health insurance for Executive Director
- Payroll for Executive Assistant (Part Time)
- Office Operations (phone, internet,, machines)
- Development Education
- Website maintenance and updating
- Dues & Subscriptions (National & Statewide)
- Marketing
- All of the above are ongoing expenses.

Carbon County Economic Development Corporation is not a charity. We are a private 501c(6) that contracts our professional services to our county. We work to retain or create jobs in your city that helps expand the sales tax base. Any new or expanding business in the county helps everyone, especially the City of Rawlins being the county seat.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve?

- All residents of Carbon County

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

CCEDC will be participating in the City of Rawlins annual cleanup. Our designated location is West End I-80 Exit to 18th st (Spruce St.). With the addition of area clean up all year round, weather permitting by CCEDC board member.

2. Can you meet all of the contract requirements?

Absolutely

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

Investor Listing Distribution (every quarter updated), Annual Meeting, Press Release, Website. The Investor List is given per request or as new investors join CCEDC.

Signature:

 Steve Johnson Executive Director

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021- 2022 ACTUAL	FY 2022- 2023 BUDGET
TOTAL REVENUES	138356	117700
TOTAL OPERATING EXPENSES	90258	119025
SURPLUS / (DEFICIT)	48098	-1325
TOTAL FUNDS FROM THE CITY	15000	15000
TOTAL FUNDS FROM THE COUNTY	12000	12000
TOTAL FUNDS FROM OTHER AGENCIES	4112	6000
TOTAL FUNDS IN RESERVE	130753	128000

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No



ECONOMIC DEVELOPMENT CORPORATION

January 2021-March 2022

Travel: 15,450 Carbon County Miles
2,200 Out of County Miles

Assist Existing New/Existing Businesses/Non-profits for Retaining/Expansion plans

- Ongoing Projects:
 - Saratoga—7
 - Encampment—2
 - Elk Mountain—2
 - Medicine Bow—2
 - Hanna—3
 - Baggs—1
 - Rawlins/Sinclair—6
- CCEDC serves as the liaison between local, state and federal programs and agencies
- CCEDC wrote proposal for funding: Awarded Sinclair Theater
- CCEDC assisted proposal writing for funding: Awarded Hanna Fire Department PPE
- CCEDC assisted proposal for funding: Awarded Elk Mountain Museum

Assist New Business Start Up

- Business Plan
- Funding Resources (local, state, and federal)
- If needed will outsource information outside of Carbon County (town council meetings, council of city government)

Future Projects/Business in Carbon County

- Restoration/Preservation Project
 - Medicine Bow (possible)
 - Saratoga
- Simpson Ridge Green Hydrogen Project, Elk Mountain (NEW)
- INNERGEX Last Mile Transmission, LLC (NEW)
- Ongoing Housing Solutions (Med Bow, Baggs, Saratoga, Rawlins)
- Rochelle Ranch Restaurant Recruitment, CCEDC was instrumental to get a new restaurant for 2022. Goal is to be open all year round
- Great Divide Welcome Center
- Co-Op Grocery Store (Hanna, Medicine Bow and Encampment)
- Wyoming Recycle Recovery Corporation
- 2 New Hotels
- Purchase of Hotel (Saratoga)/future restorations
- Electronic Drive Through Car Wash or Car Wash that will accommodate motorhomes, boats, snowmobiles, ATV's etc.

- Food Franchise w/Drive Through (possibly 2)
- Small Business Assistance Encampment
- Saved a healthcare provider without disruption of services to our Carbon County residents. Was being evicted from their building, CCEDC was able to help find a new location within 24hrs.

Letters of Support to Legislators to the Interim Revenue Committee

- Power Company of Wyoming (Oppose the increase Wind Tax)
- Invenenergy (Rock Creek Project)
- Rocky Mountain Power (Gateway West/Gate South)

Other

- Planned/Strategic Planning Retreat for Board of Directors 2021 with Orbis Advantage.
- Carbon County Non-Profits: 31 Computers Distributed through CCEDC donated by TriHydro (Laramie, WY) = \$60,000
- Planned/Organized Black Ties & Boots in Saratoga with Honored Guest Speakers Governor Mark Gordon, Gary Hoogeveen, CEO RMP, Josh Dorrell, CEO WBC. Open to the public. Purchased Tables: Everything Carbon County, Dinner prepared by Firewater, Food purchased: The Farm, Brush Creek Ranch, Iron Creek Bison, and Berger Beef. Flowers: Bare Foot Brook, Encampment, WY
- October 29, 2021, CCEDC purchased its first vehicle \$27,575 at Skyline Motors, Rawlins, WY
- Attended: Conferences/Roundtables
 - IEDC (International Economic Development Council) Basic Course, Albuquerque, NM
 - How to Build a Better Board
 - Wyoming Working Together
 - Wyoming Workforce
 - Next-Gen
 - Wyoming Business Alliance
 - Wyoming Governor's Business Forum
 - Wyoming Economic Development Association (WEDA) Fall/Winter Conference
 - Housing Solutions WeCAN (Western Community Assessment)
- CCEDC Facilitator for Leadership Carbon County 2021, in collaboration with Rawlins Carbon County Chamber of Commerce, Rawlins DDA/Mainstreet, Carbon County Higher Education Center, Saratoga Platte Valley Chamber of Commerce
- Carbon County EXPO (workforce recruitment) in collaboration with the Platte Valley Community Center, Saratoga Platte Valley Chamber of Commerce, Rawlins Carbon County Chamber of Commerce, and CCSD #1 & #2
- Attends County Wide:
 - Town Council Meetings
 - County of City Governments (COG)
 - When invited or as needed attends Non-Profit agencies meetings.
 - Carbon County Commissioner's Board Meetings (as needed)
- CCEDC Contract for Services with Ayres Associates, Mike Scholl, Economic Developer, Christina Hiegel, Environmental Engineer, Matt Ashby, Principal Urban Planner

- Partnership with Wyoming Department of Quality Brownfields Assistance, Cindy Martinez Cheyenne WY
- January 24, 2022, the CCEDC Board of Directors approved an administrative assistant at 10 hours per week.
- New Website Launch: Cindy Loose, VIP Marketing Saratoga, WY selected for services. Information is about the whole county including data and statistics, available buildings and sites, links to all the towns websites, community information and much more.
Website: carbonwyedc.com

Justification for funding:

The Carbon County Economic Development Corporation (CCEDC) is a private-non-profit 501c(6) that contracts professional services to our county. The CCEDC works to retain or create jobs in your city that helps expand the local tax base. Attracting new business along with retaining or expanding existing businesses benefits everyone, especially the City of Rawlins as the county seat.

The CCEDC Board of Directors feels it is vital for the Executive Director to represent Carbon County by attend training conferences and meetings, both in and out of state. Participating in these conferences and meetings require travel, tuition fees, and hotel expenses. Attendance to various conferences provides the opportunity to network and to learn about new projects that could benefit Rawlins and Carbon County as well as to offer professional growth and development opportunities.

Without adequate funding and resources, the CCEDC cannot continue to operate an effective economic development program that helps grow business within Carbon County.



CARBON COUNTY
ECONOMIC DEVELOPMENT CORPORATION

**BOARD of Directors
February 2022 (UPDATED)**

President

Robert Stipe

Rocky Mountain Power (Platinum Investor)
2167 Royal Court
Rawlins, WY 82301
307-258-0501
rstipe11@gmail.com
Term expires September 2022 (first term)

Treasurer

David L Rader

Econolodge (Gold Investor)
1801 E Cedar
Rawlins, WY 82301
307-324-2783
307-321-9912
dave.rader@charter.net
Term expires: September 2023

Secretary

Brandy Wallace

RNB State Bank (Platinum Investor)
Town of Saratoga
PO Box 3
Saratoga, WY 82331
307-326-8314
307-329-6661
brandyw@rnbonline.com
Term expires: September 2023

Copper France

Bank of Commerce (Diamond Investor)
PO Box 50
Rawlins, WY 82301
307-324-2265
307-321-7605
cfrance@bocrawlins.com
Term expires: September 2022 (second term)

Kenneth Harman, CEO

Memorial Hospital Carbon County (Platinum Investor)
2221 W. Elm St. Box 460
Rawlins, WY 82301
307-324-8211
kharmen@imhcc.com
Term Expires: September 2025

Dr. Travis Moore

Carbon County Commission (Diamond Investor)
415 W Pine Street
Rawlins, WY 82301
307-328-2669
307-321-1817
travismoore@carbonwy.com
Term expires September 2023

Nate Davison

City of Rawlins (Diamond Investor)
PO Box 953
Rawlins, WY 82301
307-328-4500 ex. 1091
307-726-0782
ndavison@rawlins-wyoming.com
Term expires: September 2026

Dorothy Wilkerson

Sinclair Wyoming Refining Company (Diamond Investor)
730 Hugus St.
Rawlins, WY 82301
307-328-8247
307-370-0007
dotwilkerson@msn.com
Term expires: September 2026

Jeremy Slack

State Farm (Gold Investor)
PO Box 202
Sinclair, WY 82334
307-324-6677
307-855-5285
Jeremy.slack.vabyrb@statefarm.com
Term expires: September 2026

Sandy Martin

Town of Riverside (Bronze Level)
PO Box 488
Encampment, WY 82325
307-327-5265 or 329-3272
misspiggy488@gmail.com
Term expires: September 2023

Sharon Biamon, Mayor

Town of Medicine Bow (Silver Investor)
319 Pine St. Box 156
Medicine Bow, WY 82329
307-379-2225
medbowtown@gmail.com
Term expires: September 2024

Mike Armstrong, Saratoga Sun

Town of Hanna (Bronze Investor)
Box 99
Hanna, WY 82327
sunsports@union-tel.com
Term expires: September 2025

Morgan Irene, Mayor

Town of Elk Mountain (Silver Investor)
206 Bridge St. PO Box 17
Elk Mountain, WY 82324
307-348-7388
elkmountainmayor@gmail.com
Term expires: September 2026

Leif Johansson, Mayor

Town of Sinclair (Gold Investor)
300 Lincoln Ave PO Box 247
Sinclair, WY 82334
307-324-3058
townhall@sinclairwyo.com
Term expires: September 2026

Open Position

Town of Baggs
Term expires: September 2026

Melody Seiloff, Mayor

Town of Dixon (Bronze Investor)
301 Cottonwood St. PO Box 38
Dixon, WY 82321
30-383-2555
townclerk@dteworld.com
Term expires: September 2026

Open Position

Town of Encampment
Term expires: September 2026

2022 expirations: France, Stipe
2023 expirations: Moore, Radar, Martin,
2024 expirations: Biamon,
2025 expirations: Harman, Armstrong
2026 expirations: Davison, Wilkerson, Johansson, Irene, Slack,
Seiloff

Ex-Officio Members**Rawlins Chamber of Commerce**

Magen Donovan
PO Box 1331/519 W Cedar Street
Rawlins, WY 82301
307-324-4111 or 307-321-9145
director@rawlinschamber.org

Saratoga/Platte Valley Chamber of Commerce

Amanda Knotwell
PO Box 1095
Saratoga, WY 82331
307-326-8855
director@saratogachamber.info

Carbon County Planning & Zoning

Sarah Brugger
215 W Buffalo Street, Room 336
Rawlins, WY 82301
307-328-2614
sarahbrugger@carbonwy.com

Department of Workforce Services

Tosha Garner
1703 Edinburgh
Rawlins, WY 82301
307-324-3485
tosha.garner1@wyo.gov

Heather Tupper, SE Regional Rep

Wyoming Business Council
214 W 15th Street
Cheyenne, WY 82002
307-777-2804 or 307 772-1265
heather.tupper@wyo.gov

Advertising (Platinum Investor)**KTGA-BigFoot99 & KBDY-B102 The Bandit**

Stacy Jarrett, Account Executive
Saratoga, WY 82331
sj@bigfoot99.com
307-326-8642
307-329-7273

Financials (Platinum Investor)

Tim Hofmann, CPA
Hofmann & Ramsey
211 W, Cedar St
Rawlins, WY 82301
307-328-0671
thofmann@hormannandramsey.com

Strategic Planning/Consulting**Orbis Advantage**

Lisa Johnson, Lead Strategist
Box 145
LaGrange, WY 82221
lisa@orbisleaders.com
307-834-1000

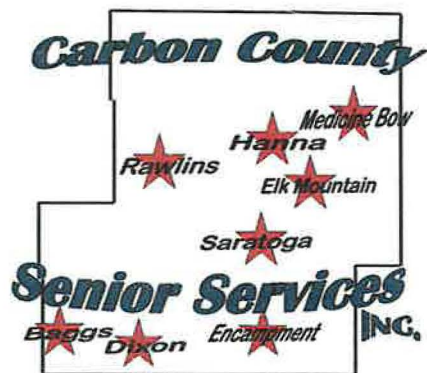
Website/Consulting**Visions In Progress (V.I.P.) Marketing**

Cindy Loose, President
PO Box 178
Saratoga, WY 82331
cloose@vipmarketingwyo.com
307-460-8502
www.Goin2Wyo.com

Yvonne Johnson, Executive Director

Carbon County Economic Development Corporation
215 W Buffalo, Room 304
Rawlins, WY 82301
307-370-0767 (w)
307-710-7437 (c)
director@carbonwyedc.com

Carbon County Senior Services
P.O. Box 111
545 15th St.
Rawlins, WY 82301
Phone: (307) 328-2863
Fax: (307) 328-2864
E-Mail: ccssi@bresnan.net



March 17, 2022

Shawn Metcalf
City Manager
City of Rawlins
P. O. Box 953
Rawlins, WY 82301

Dear Mr. Metcalf,

Enclosed you will find our request for funds from your budget allocation for the upcoming fiscal year. We provide both congregate and home delivered meals to our senior citizens. For many, we provide the only hot meal they have all day. Last year we served 61,493 meals in Carbon County. Of those meals, 26,820 were served in Rawlins alone. Many of our seniors cannot afford to pay the "suggested donation" of \$4.00 per meal. Our actual cost per meal ranges from \$12.00 - \$14.25 per meal. Therefore, we rely totally on state grants, local match funding and private donations. Any and all contributions are needed and always appreciated.

We are very grateful for the funds we receive from the City of Rawlins. We thank you for your favorable consideration of our request. We look forward to meeting with you, and presenting this request to our City Council members on March 29th.

Sincerely,



Lisa Engstrom
Executive Director

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: 3/01/2022

Name: Carbon County Senior Services, Inc.

Address: 545 15th St / PO Box 111 Rawlins, WY 82301

Community Services Provided:

Community Services Provided:

The largest service that we provide is serving hot meals to our senior citizens. These meals have been approved by a registered dietician and meet the state guidelines for nutritionally balanced meals intended for seniors sixty years of age and older. For many of our seniors this is the only hot meal they have all day.

We have eight senior centers in Carbon County. They are located in the towns of Baggs, Dixon, Elk Mountain, Encampment, Hanna, Medicine Bow, Rawlins, and Saratoga. We have home delivered meals at each of our centers. This way, we can reach out to our frail and homebound seniors as well.

We also provide transportation in Rawlins/Sinclair, Saratoga, and limited service in Elk Mountain. We provide socialization, exercise, nutritional information and other information and services appropriate for our senior population. Rawlins is our largest senior center. We served a total of 61,493 meals last year of which **26,820 meals were served in Rawlins alone. Five of the twelve months were all curbside/pick-up and home delivered meals since we were still closed for dine in meals due to Covid.**

City Appropriated Amount -	FY 2019-2020: 17,500
City Current Year Appropriated Amount –	FY 2020-2021: 15,000
Requested Budget -	FY 2021-2022: 20,000

Justification for Requested Budget:

We request funds from all the towns and cities within Carbon County. We need “Local Match” funds from different municipalities in order to receive State and Federal funds. These contributions indicate the local support of our programs and shows that we have community participation. These funds are used to help offset the rising costs of raw food, kitchen supplies, equipment, and payroll, etc. Without our grants and local contributions we would not be able to serve our seniors and many would be malnourished. Our services help keep our seniors independent and living in their own homes and avoid institutionalization.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve?

Our agency served 879 seniors in Carbon County during FY 2020-2021. This number is down from two years prior by 105 but that was to be expected since we weren't open for anything for 5 months of the year. We did find ways to keep folks active and engaged with us from home and that is what helped keep that number as high as it was. We are well on track to have that number be over 900 this FY.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

Carbon County Senior Services, Inc. will have senior volunteers from the Rawlins Center and staff that will volunteer to work our Adopt A Street cleanup. We typically have 5-10 individuals that help with this event. Our next clean-up is scheduled for April 29th as long as the weather is good. If there is inclement weather, we will re-schedule. We also have one scheduled for September 16th weather permitting.

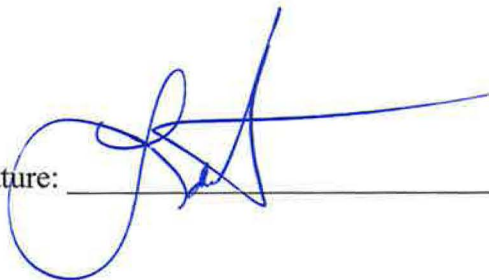
2. Can you meet all of the contract requirements?

At this time, I believe we are meeting all the contract requirements and I don't foresee that to be an issue in the future either.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

All of our participating agencies are listed in our brochures. We also announce regularly at all 8 centers the agencies that help fund our programs.

Signature: _____



CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022- 2023 BUDGET
	Budget/Current 5 months into the year	
TOTAL REVENUES	923,862.00/500,653.99	971,005.00
TOTAL OPERATING EXPENSES	937,552.00/459,864.66	1,020,495.00
SURPLUS / (DEFICIT)	-13,690.00/40,789.33	-49,490.00
Program Income	135,000.00/58,338.45	150,000.00
TOTAL FUNDS FROM THE CITY	15,000.00/7,500.00	20,000
TOTAL FUNDS FROM THE COUNTY	200,000.00/83,333.35	225,000.00
TOTAL FUNDS FROM OTHER AGENCIES	573,862.00/312,819.22	576,005.00
TOTAL FUNDS IN RESERVE	0	0

The actual figures for 2021-2022 cannot be provided yet since we are only 5 months into our fiscal year. The first number I listed is what our actual budget numbers ended up being after grant awards were determined for this fiscal year and then the second number is where we are so far 5 months into our fiscal year. The budget figures I provided for 2022-2023 are 100% estimated at this time because I do not know how much we will receive for our different funding sources at this time. As you can see, we are set to have to raise a significant amount of money even if we get all the dollars we are requesting from all sources. The costs of food and supplies are skyrocketing and we need to raise our employees' wages to account for the increase in inflation or I fear we could risk losing them.

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: February 28, 2022

Name: High Country Behavioral Health

Mailing Address: PO Box 1056 Rawlins, WY. 82301

Physical Address: 721 W. Maple St. Rawlins, WY. 82301

Community Services Provided:

High Country Behavioral Health, formally known as Carbon County Counseling, provides mental health services and substance abuse services to the Rawlins community and Carbon County. We also provide informational articles on our Facebook page that are intended to provide support for common mental health struggles.

We also provide a long-term house unit for individuals who are in needs of housing assistance, and transitional care to function as productive members of the Rawlins community. Our support ranges from activities of daily living, medical and mental health needs, public service navigation, and career support services.

City Appropriated Amount -	FY 2019-2020: \$15,000.00
City Current Year Appropriated Amount -	FY 2020-2021: \$25,000.00
Requested Budget -	FY 2021-2022: \$30,000.00

Justification for Requested Budget:

Our organization strives to support the community to the best of our ability. We work to ensure that we are able to provide mental health and substance abuse services to the Rawlins community at an affordable cost. In some cases, this may constitute free services to those who qualify. The funding provided by the City of Rawlins will assist our

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

organization in off setting the cost of those services. It also provides us with the ability to provide Rawlins with mental health professionals that our community desperately needs.

How many people does your agency serve?

High Country Behavioral Health currently serves 234 clients in the Rawlins area.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

High Country Behavioral Health will contribute to the City of Rawlins annual cleanup by ensuring that we complete the street cleanup at a minimum of twice yearly. We will also ensure that we monitor the street to ensure that it stays as clean as possible. Should we ever notice trash that needed cleaned up we will ensure that the trash is disposed of.

2. Can you meet all of the contract requirements?

Yes, High Country Behavioral Health can meet all contract requirements.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

High Country Behavioral Health will complete at minimum one post on our website and/or social media pages throughout the term of our contract with the City of Rawlins that will be linked back to the city with an expression of thanks for the funds received. When High Country Behavioral Health hosts any local event in which the funds provided are used to support that event, we will post information and mention the City of Rawlins as a sponsor.

Signature: _____

 2-28-2022

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

High Country Behavioral Health's Financials For the Rawlins/Carbon County Location	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	\$937,335.69	\$1,146,119.49
TOTAL OPERATING EXPENSES	\$739,174.51	\$1,171,433.33
SURPLUS / (DEFICIT)	\$198,161.18	(\$25,314.04)
TOTAL FUNDS FROM THE CITY	\$25,000	\$30,000
TOTAL FUNDS FROM THE COUNTY	\$12,000	\$12,000
TOTAL FUNDS FROM OTHER AGENCIES	\$0 local	\$0 local
TOTAL FUNDS IN RESERVE	7 months	7 months

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: 03/16/2022

Name: Pet Partners of Carbon County

Address: P.O. Box 4000, Rawlins, WY 82301

Community Services Provided:

Pet Partners is run by community members voluntarily. We Trap Neuter Vaccinate and Release (TNVR) cats for all of Carbon County to control the feral cat population. We provide coupons for residents of Carbon County offering financial assistance to spay or neuter their pets by paying a set amount for spay/neuter for cats and dogs, we sent out 88 coupons for year 2021. We pay for spay/neuter and 1st year of shots and deworming for kittens adopted through Pet Partners. We offer to help Rawlins Rochelle Animal Shelter with high veterinarian bills and have taken some cats considered more barn cats than adoptable family cats.

City Appropriated Amount -	FY 2019-2020: \$12,000.00
City Current Year Appropriated Amount -	FY 2020-2021: \$15,000.00
Requested Budget -	FY 2021-2022: \$15,000.00

Justification for Requested Budget: TNVR program, Community Assistance program. We currently have a waiting list of 4 colonies to be trapped and start the TNVR program and one colony will have to be relocated so this takes time to find a new location or community members who may take barn cats. We currently have 15 cats in our care which will need vetting before they can be released or adopted.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve? We serve all of Carbon County.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program? We will have volunteers participate in the annual street cleanup.
2. Can you meet all of the contract requirements? Yes we will be able to meet all of the requirements.
3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished? We will post it to our Facebook page, acknowledge the award in our minutes which are posted on our website and advertise the award on Bigfoot Radio.

Signature: Margaret Quintrall 03/18/2022

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	28174.55	25,000.00
TOTAL OPERATING EXPENSES	20912.32	21,000.00
SURPLUS / (DEFICIT)	7262.23	4,000
TOTAL FUNDS FROM THE CITY	11,250.00	15,000.00
TOTAL FUNDS FROM THE COUNTY	0.00	0.00
TOTAL FUNDS FROM OTHER AGENCIES	0.00	0.00
TOTAL FUNDS IN RESERVE	27,410.15	

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: 3/7/2022

Name: Developmental Preschool & Day Care Center, DBA Project Reach

Address: 1801 Edinburgh, Rawlins, WY 82301

Community Services Provided:

Project Reach serves children in Carbon County age birth through 5 with developmental services and preschool. Developmental services include developmental screenings, in-depth evaluations and early intervention services such as special education, speech pathology, and occupational therapy to name a few. All developmental services provided to children with disabilities are at no cost to the families. Preschool is also provided for all children age 3-5, regardless of developmental needs. In the 2021-22 school year, Project Reach is serving about 50 preschool-age children and an additional 30 children receive early intervention services at another preschool and about 15 infants with developmental/congenital concerns plus ten who attend toddler play group. In addition approximately 145 children were screened, and 100 evaluations were conducted. At least 50% of the families being served at Project Reach are low- to moderate-income.

City Appropriated Amount -	FY 2019-2020: \$7875
City Current Year Appropriated Amount -	FY 2020-2021: \$5250
Requested Budget -	FY 2021-2022: \$8000

Justification for Requested Budget:

We have kept our request at \$8,000 for FY 2021-2022. The funds we receive from local sources are used to leverage funding from the state and federal levels. Our contract with the state requires us to acquire 3% of local matching funds to continue to receive the funds to provide these much needed services to children of our community. We expect to receive approximately \$850,000 in federal and state funding, requiring us to raise \$25,500 from local sources. With United Way not being an additional funding source we can count on currently, we need the assistance of the City of Rawlins to help us meet that match requirement. The added uncertainty of the level of funding we will continue to receive from the state level (statewide budget cuts are an annual concern), requires us to become more and more reliant on local funding to help maintain the quality staff to provide top-quality services for the children. Our biggest concern is an ongoing loss of staff to the local school districts because salaries and benefits are more appealing. It is often difficult to recruit new staff to the area to fill these very specialized positions, so it is important that we work to retain staff in the coming years.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve?

In the 2021-22 school year, Project Reach is serving about 48 preschool-age children, an additional 30 children receive early intervention services at another preschool in the county, 15 infants with developmental/congenital concerns, plus ten who attend toddler play group. In addition, approximately 145 children were screened, and 100 evaluations were conducted. At least 50% of the families being served at Project Reach are low- to moderate-income. We are in the process of transition to kindergarten for our children who are or will be five soon.

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

We participate in the Adopt-a-Street program and our center has implemented recycling of plastic, cardboard, and shredded paper. In addition, we pick up litter at the facility at 1801 Edinburgh. Our facility is just west of the bypass and we often get litter and trash that is blown for the 287 by-pass.

2. Can you meet all of the contract requirements?

Yes. We believe that we are good stewards of monies that we receive from City of Rawlins. We support local community businesses when purchasing services and supplies for our vehicles. We buy locally whenever possible, snack foods the children eat at Project Reach are purchased in Rawlins. We are part of the Ben Nevis Association to ensure the property is mowed in the summer and plowed in the winter, abiding by the city ordinances.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

We recognize the City of Rawlins on our website, include information within the facility and in information to families that we serve. For example, we include the City of Rawlins funding support in our Parent Handbook.

Signature: _____

N. Maravilla

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	1,070,000	1,000,000
TOTAL OPERATING EXPENSES	1,063,000	1,000,000
SURPLUS / (DEFICIT)	7,000	0
TOTAL FUNDS FROM THE CITY	3500	8000
TOTAL FUNDS FROM THE COUNTY	16,000	5000
TOTAL FUNDS FROM OTHER AGENCIES	4000	0
TOTAL FUNDS IN RESERVE	273,673	280,673

Are board meetings held by your agency open to the public?

☐ Yes
☒ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: March 18, 2022

Name: Wyoming Frontier Prison

Address: 500 West Walnut Street
Rawlins, WY 82301

Community Services Provided: The Wyoming Frontier Prison, formerly the Wyoming State Penitentiary, is listed on the National Register of Historic Places and operates as a tourism destination in Rawlins, Wyoming.

Since 1991, the Old Pen, as we are affectionately called, has been operated by the Old Pen Joint Powers Board. The Mission of the Old Pen Joint Powers Board is to preserve and operate the Wyoming Frontier Prison Historic Site for the community through its historic significance, tourism, education, and recreational opportunities for the visitors and residents of Rawlins and Carbon County.

The historic structures and contents of the museum collection support the mission of the Wyoming Frontier Prison. The facility includes 13 historic structures. In conjunction with the structures, we house a collection of Objects that help complete the story we have to tell. The Collection dates are 1888 to 1981 and consist of approximately 2,888 items – 500 archival, 200 photographic, 200 material culture collections, 91 prisoner art objects, and 43 murals. The archive contents include the original architectural drawings for several of the 13 historic structures dated from 1888 to 1981. Written first-person stories of the prisoners, employees, and Warden's experiences are documented in diaries and letters to and from families of the famous and not so famous inmates. For example, the diary of Warden Felix Alston, 1906 – 1916 show hand written notes about prisoners' personalities, escape attempts and those that were pardoned. He typed out a list of everyone who was incarcerated between 1906 – 1916. When the prison was closed in 1981 approximately 4,000 archival and photographic items were transferred to climate controlled storage at the Wyoming State Archives in Cheyenne. We have used the archives to research inmate records, admitting and discharge records, and the original mug shots for many inmates. We have copies of several of the Charity and Reform reports that detail some of the history of the prison.

The artifact collection contains textiles, paintings and mixed media collections such as prisoner uniforms, wool blankets and ties from the Woolen Mill, prisoner art collection, prisoner made furniture and leather work, horsehair items, shanks and shivs, metal handcuffs, the gas chamber, along with metal bunks, bars, and the accoutrements of prison cells.

The Wyoming Frontier Prison provides an hour-long tour by trained Tour Guides through the Administrative building where the Museum exhibits are housed, Cell Block A (the original cell block), Cell Block B, library, cafeteria, the Death House, Cell Block C, and other historic structures that support the functions of a prison housing over 13,500 inmates over its 80 year history. The tours teach through the sights, sounds and smells of

the prison. The Tour Guide provides narrative stories about the history of the Wyoming Frontier Prison, architectural as well as the human experiences of the inmates behind bars in isolation or at work behind the prison walls, and Wardens' and Guards' stories. We use the experience of walking through the prison rooms, artifact, archival and photographic collections to illustrate life inside the former Wyoming State Penitentiary. Tour Guides discuss themes such as the development of the penal codes, lawlessness of western frontier town, lawmen, prison workers, and the development of the railroads, churches, educational institutions and other services that made the town of Rawlins into a stable community. Once inside Cell Block A, when the gates clank and the doors are closed, it settles on the visitor that this is not the pretty story of the western settlement period. While there are many unpleasant themes and stories about hard times and frontier justice, there are also stories of the human capacity to forgive, do their time behind bars and experience a "second chance" on the outside.

Now, the Wyoming Frontier Prison is one of the leading Historic Sites in Carbon County, thus we actively contribute to the local economy. We work hard to promote tourism throughout Carbon County by integrating our history with our community.

The Old Pen participates in community events such as the City walking path that winds up to the prison cemetery, the Rawlins Community Garden, which is located on the prison grounds, Summer Fest, and the City of Rawlins Clean-Up Day.

Old Pen staff members serve with State and local organizations such as Mountain Plains Museum Association (MPMA), Colorado Wyoming Association of Museums (CWAM), Carbon County/Wyoming State Historical Society, Rawlins Tourism Committee, Rawlins-Carbon County Chamber of Commerce, and the Friends of the Old Pen.

Tours, daily operations, and our special events went better than expected in 2021. We had 13,269 visitors in 2021 which is a 24% increase over 2020 (10,075). Out of our 13,269 visitors, 97% of them came from out of Carbon County. We bring a lot of people into Rawlins. We also had 113 dogs, 2 cats, and a ferret take tours. After having to cancel in 2020, the 2021 Masquerade had a small but fun group that danced the night away to Still House Blues while enjoying beverages and snacks. The Haunted Halloween Night Tours were extremely successful with 803 participants. The Christmas out of the Big House returned in 2021 with 561 participants.

2021 ended with bad news for the Guards' Quarters, as you know from my Quarterly Report submitted January 14, 2022. We expended a lot of time and energy trying to recover some of the lost funds for this very worthwhile project. I worked with a group of people supporting the ten Business Ready Community/Community Development Block Grant projects seeking BRC/CDBG Gap Funding from Wyoming's ARPA funding. These projects were already approved by the Wyoming Business Council and many of the projects are already in development (the Wyoming Frontier Prison's project is approximately 75% completed). But, due to the unforeseen consequences of the COVID pandemic, building materials for all types of projects have seen a dramatic increase in construction costs. In many cases, the costs have increased 30-40% above the original

certified project estimates done at the time of application. The BRC/CDBG Gap Funding would have helped cover those additional inflationary costs and allow the projects to be finished. Unfortunately, the Joint Appropriations Committee rolled the proposed Gap Funding into a different, large pot of funding called Local Government Support Projects. This will make it more difficult for the ten projects to get the funding they need because the competition for the funds will be fierce among many different organizations and projects.

Emails were sent to Senator Hicks, Representative Paxton, and Representative Burkhardt asking for an amendment to SF66 to try to first take the 10 BRC/CDBG projects out of Local Government Projects and then we amended the amendment to ask for prioritization of the 10 Projects. The amendment was supported by Representative Sherwood (Albany), Senator Davis Schuler (Evanston), and Representative O'Hearn (Mills). Tina posted on Face Book and asked her Board Members and Mayor Weickum to send emails (which they all did!). Tina testified via Zoom to the House Appropriations Committee on February 22nd. Three other people representing three other BRC/CDBG projects all across Wyoming also testified at this meeting. My testimony was even quoted in the Wyoming Business Report. I attended the Governor's Conference on Hospitality and Tourism on February 27-March 1st. At the Conference I was able to speak to my legislators in person, and I even had a chance to speak to Governor Mark Gordon. Sadly, the amendment failed.

There is still hope that the ten projects will be able to secure emergency ARPA funding; it remains to be seen how competitive and difficult/complicated the application process will be. This is the first time I participated this actively in advocating for my museum. It was nerve wracking and stressful, but I am glad that I did it.

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

City Appropriated Amount -	FY 2019-2020: \$20,000.00
City Current Year Appropriated Amount –	FY 2020-2021: \$20,000.00
Requested Budget -	FY 2021-2022: \$35,000.00

Justification for Requested Budget: The Old Pen Joint Powers Board is requesting \$35,000 in funding from the City of Rawlins this year. This is a significant increase over the last several years. This increase is divided into two parts:

1. Operational Funding: Along with preserving the interesting and vital history of the Wyoming Frontier Prison, the Old Pen Joint Powers Board is committed to contributing to Rawlins' economy. Even in a Covid year, our visitors contributed approximately \$1,450,000 to our local economy. We cannot function without the City of Rawlins' assistance with Operational Funding which include marketing, wage costs for Staff, office supplies, insurance, utilities, lawn care, and on-going repairs...the necessities to allow the Wyoming Frontier Prison to function as the important community and visitor resource that we are. During the March Board Meeting, the Board expressed their desire to solidify their commitment to the people who make the Wyoming Frontier Prison what it is today: the Wyoming Frontier Prison's small and dedicated staff. If the City of Rawlins and Carbon County are able to provide additional funding, the Board would be able to offer the Staff a more competitive wage so that we can continue to attract the very best people to share and protect our Historic Site.

2. Moving the Guards' Quarters project further along through local government support. The City of Rawlins was a partner in the Guards' Quarters project from the very beginning and we still need your help. As reported earlier, construction costs are skyrocketing. We are hopefully that some Gap Funding will be made available for our project or we may have to write additional grants. But, if the City were able to provide additional funding as the local government, that show of support will help us leverage additional outside funding for the project. A specific area the City of Rawlins can help with would be the beautiful, ADA accessible sidewalks needed for the front of the Guards' Quarters. Many members of the City Council and the City of Rawlins Staff have not seen the progress that has been made in the Guards' Quarters. The Old Pen Joint Powers Board and the Staff would love to show you all around at your earliest convenience!

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

How many people does your agency serve? In 2021, we had 13,269 visitors which is a 24% increase over 2020

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?

We always do the City Clean-Up Day as well as keeping our portion of Adopt-A-Street clean through out the year. We recently noticed, that with the Walnut Street construction completed, we have a spiffy new Adopt-A-Street sign!

Please see the attached photos.


2. Can you meet all of the contract requirements?

Yes.

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

The funding chart, listing the City of Rawlins as a sponsor of the Wyoming Frontier Prison, is included in our 800+ Friends of the Old Pen Membership mailing, a chart is posted in the Prison, and your sponsorship is included in our new brochure. I have enclosed a copy of the Membership letter and the brochure.

Thank you very much for your assistance through all of the past years and most especially in 2021. We very much look forward to working with the City of Rawlins in 2022-2023.

Signature:  _____

CITY OF RAWLINS
FINANCIAL INFORMATION
For FY 2022-2023 Funding

	FY 2020-2021 ACTUAL	FY 2021-2022 BUDGET
TOTAL REVENUES	\$125,038.13	\$123,674.00
TOTAL OPERATING EXPENSES	\$108,370.57	\$123,674.00
SURPLUS / (DEFICIT)	\$16,667.56	
TOTAL FUNDS FROM THE CITY	\$20,000.00	\$20,000.00
TOTAL FUNDS FROM THE COUNTY	\$12,500.00	\$12,000.00
TOTAL FUNDS FROM OTHER AGENCIES		
TOTAL FUNDS IN RESERVE	\$96,701.58*	

*\$32,583.83 of reserve is restricted for roof repair only.

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No







Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

Date: 3/15/22

Name: Carbon County Airport Board

Address: 1300 Airport Road, Rawlins, WY82301

Community Services Provided:

General Aviation airport for anyone to land and/or refuel.

Hangar rentals available for overnight and/or long term.

Unable to provide commercial services, under current regulations. Long term planning for airport includes refurbishing existing terminal to enable commercial service.

Multiple business owners, Sinclair refinery, traveling doctors, and many other professional services use the airport frequently for travel into Rawlins.

Currently have air ambulance based at airport for faster response in our isolated area.

City Appropriated Amount -	FY 2019-2020: \$40K? (not claimed yet)
City Current Year Appropriated Amount –	FY 2020-2021: unknown
Requested Budget -	FY 2021-2022: \$40,000

Justification for Requested Budget:

At this time the only revenue for the airport board is hangar rentals and a small fuel surcharge. When the fueling station was acquired by a third party, the personnel who managed the airport facility on behalf of the board became employed by the third party. This led to a situation where personnel not employed by the airport board operated the airport. A significant amount of damage was done to airport property and equipment by

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

inexperienced operators. Based on this information the board voted to hire an experienced person to maintain the airport runways and equipment. This person currently works for the board on a half-time basis, depending on airport needs and conditions. The primary reason for the requested funds is to supply payroll for a full-time airport manager position. This person would maintain the airport and verify safety equipment is functional and NOTAMs are addressed for all personnel and aircraft.

How many people does your agency serve?

Currently serve 11 locally based aircraft and one daily freight flight for package delivery. Currently we serve the entire City of Rawlins by enabling specialist doctors to fly in for appointments monthly.

Master plan showed 4270 operations in approx. 300 days, which indicates a take off or landing occurred per operation.

2018 State of Wy. Economic impact study showed approx. 2000 visitors per year and a local economic impact of \$3+ million annually. (2 page summary can be provided)

Additional Information:

1. **How are you going to be part of the City of Rawlins annual cleanup and the Adopt-A-Street program?**

We have always been assigned to clean airport road

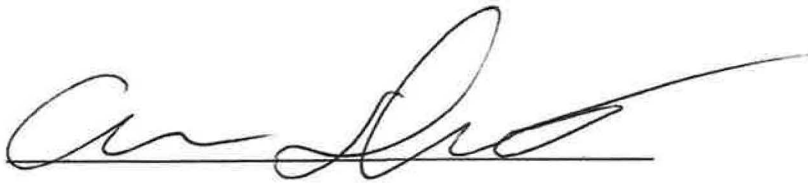
2. **Can you meet all of the contract requirements?** Yes

Non-Profit & Ancillary Agencies - Request for Funds, FY 2022-2023

3. The City of Rawlins requires that you advertise the fact that you received city funds, how will this be accomplished?

We do very little publishing or printed material and have done whatever we can to advertise city investment. We have also put the info on the website.

Signature:

A handwritten signature in black ink, appearing to be 'A. D. ...', written over a horizontal line.

CITY OF RAWLINS
FINANCIAL INFORMATION
For 2022-2023 Funding

	FY 2021-2022 ACTUAL	FY 2022-2023 BUDGET
TOTAL REVENUES	\$22,000	\$22,000
TOTAL OPERATING EXPENSES	\$26,000	\$66,000
SURPLUS / (DEFICIT)	-\$4,000	-\$44,000
TOTAL FUNDS FROM THE CITY	\$5,000	
TOTAL FUNDS FROM THE COUNTY	0	
TOTAL FUNDS FROM OTHER AGENCIES	0	
TOTAL FUNDS IN RESERVE	\$240,000	\$200,000

Are board meetings held by your agency open to the public?

☒ Yes
☐ No

Can your agency provide progress reports to the City Council upon request?

☒ Yes
☐ No

Non-Profit & Ancillary Agencies – Request for Funds, FY 2022-2023

Date: 3.18.22
Name: **Rawlins Downtown Development Authority/Main Street**
Address: PO Box 1778

Community Services Provided:

Benefits of Rawlins DDA/Main Street

Overview

The health of our downtown is at the very heart of the quality of life in our community. A prosperous, attractive downtown business district becomes a visible barometer for the well-being of the entire community. The Program includes many benefits and meets many of the ***City of Rawlins Strategic Plan Directives:***

1. Protects the Existing Tax Base – *Community & Economic Development and Infrastructure*

Rawlins DDA/Main Street protects and enhances the significant private investment in our banks, businesses, and commercial property by keeping the area viable with sustained property values, with such programs as the Façade Easement Project. The public investment in streets, sidewalks, and water and sewer lines is also protected and enhanced through the program with the Wyoming Business Council grant for the Multi-modal City Cedar Street Project.

2. The Business Innovation Center *serving all of Carbon County* is a resource for Existing and New Businesses – *Community & Economic Development*

The Business Innovation Center formally the Rainbow Te-ton Entrepreneur Center is a multi-dimensional center serving Rawlins and Carbon County. The Center is a hub – central location to give new, early stage, or expanding businesses opportunities to collaborate, receive support and tools they may need to start or expand a business. The Center has private and public education and professional agencies that will help the businesses. Tools, resources and classes all businesses for start-up, retention and expansion. This coming year, the Center will announce a partnership with the University of Wyoming – Impact 307 for additional resources for Businesses and Entrepreneurs. The Carbon County location will be called Impact Rawlins.

3. Attracts Economic Development – *Community & Economic Development*

Downtown Rawlins reflects the overall image we project to potential investors, such as Memorial Hospital of Carbon County's Family Clinic, and Union Pacific Front Street office. In 2021, five building changed ownership with new businesses coming to the downtown. Additionally, Rawlins DDA/Main Street continues to strive to assist with resources, tools and feedback for all businesses in the district. An invigorated downtown makes a positive statement about our whole community. We can offer a quality of life many business owners look for when relocating or enlarging an operation.

4. Provides a Point of Focus & Stability – *Beautification and Community Engagement*

A vibrant downtown gives Rawlins and Carbon County a sense of pride and positive self-image. It serves as an anchor for stability in community events and activities such as SummerFest (3,000+ in attendance), ArtBeat (500+) , and WinterFest (1000+). The long-awaited community-driven Splash Pad project was completed in 2021, with anticipated opening in 2022. Artwork, whether sculptures or murals are a continued focus for the community and guests of the City of Rawlins.

5. Preserves the Historical Fabric of the Community - *Beautification*

In a healthy downtown, property owners are more willing to invest in and maintain historic commercial buildings, thereby preserving an important part of the community's and Wyoming's heritage. Private property owners are influenced by the success and beauty of the preserved public properties located in our Main Street district.

6. Improves Economic Conditions Downtown – *Community & Economic Development*

A healthy downtown attracts new businesses, creates jobs, and strengthens the existing service and retail markets. New innovative marketing strategies have been tried such as the Micro-Proximity program, twitter, and Heritage Travel Tourism. Also, by continuing to diversify the business mix, dollars that would be spent elsewhere are spent locally, such as programs like Main Street Money.

Each Year

Rawlins DDA/Main Street Board of Directors, and Volunteer Committees plan programs and projects that strategically aligns with local plans, ordinances, State Statutes, and requirements from State and National Program guidelines such as City of Rawlins' Strategic Plan, other City plans such as the Master and Economic Development Plans, City Council views, the DDA Downtown Master Plan, surveys, market research, National Main Street Center, State of Wyoming Economic Development Plan, and the Downtown Businesses and Owners.

With the collaboration of said input, studies and requirements, Rawlins DDA/Main Street creates a solid foundation to provide the six (6) services above which does the following:

- Assist businesses in downtown and Carbon County with resources and tools for retention, expansion, and marketing for economic development opportunities that keeps the money local and recirculating the dollars within the county.
- All downtown events draw not just local attendance but state-wide and other surrounding states which facilitates increased sales tax revenue and possibly lodging tax.
- Continue to expand beautification projects such as Splash Pad, parklet and Skyline Light Project.
- Staff and volunteers coordinate and maintain City of Rawlins assets in the downtown for all to enjoy. In 2021 Rawlins DDA/Main Street had over \$90,000 of volunteer support.

Previous Years

City Appropriated Amount	FY 2020-2021:	\$50,000.00
City Current Year Appropriated:	FY 2021-2022:	\$50,000.00
Requested Budget:	FY 2022-2023	\$50,000.00

Justification Budget & Other Supporting Documents:

Proposed Operating Budget 2022 – 2023 – Attachment #1
Rawlins DDA/Main Street Strategic Planning – Attachment #2
Did you Know? -Attachment #3
Business Training Opportunity – Attachment #4

Non-Profit & Ancillary Agencies – Request for Funds, FY 2022-2023

How many people does your agency service?

- **As a Special District; created by the people of this community, and approved by the City Council, we serves the downtown businesses and property owners**
- **The downtown is home to over 500 employees and we support those employers**
- **Events held in the downtown; some of the biggest in the county, serve the community and tourists**
- **The Business Innovation Center *serving all of Carbon County***
- **Beautification Projects serve everyone who visits the downtown**

At different times we serve the downtown, the city, the county, the state and tourists – the Rawlins DDA/Main Street organization has a large ripple effect!

Additional Information:

1. How are you going to be part of the City of Rawlins annual cleanup?
Rawlins DDA/Main Street is one of the lead agencies with City Departments for this event. In addition, we hold multiple clean-up, planting, and decorating days in the downtown throughout the year.
2. Can you meet all of the contract requirements?
Yes
3. Advertise that fact that you receive city funds?
Rawlins DDA/Main Street includes the City's logo on marketing material.

2022-23 Rawlins DDA/Main Street Operating Budget and Maintenance of City of Rawlins Assests

	2022-2023
Potential INCOME	
City of Rawlins	\$50,000
TOTAL OPERATING & MAINTENANCE INCOME	\$50,000
EXPENDITURES	
Contractor - Assistant, Bookkeeper & Other	\$10,000
Staff Training & Expenses	\$2,500
Board/Volunteer Training & Expenses	\$3,500
Advertising - Program & Projects	\$2,000
Telephone/Internet/Host	\$1,000
Office Supplies	\$2,000
Equipment/Software	\$2,000
Postage	\$750
Printer & Copies	\$2,500
Subscriptions/Dues	\$750
MARS Committee	\$4,000
Organization Committee	\$1,000
Economic Vitality Committee	\$1,000
Design Committee	\$1,000
Subtotal	\$34,000
City of Rawlins Assests - Downtown	
Beautification -Flowers, Banners, Holiday Lights	\$1,750
Restroom Maintenance	\$3,500
Paint Program	\$2,250
Bulb-Out Snow Removal	\$3,000
Bollard O&M	\$5,500
Subtotal	\$16,000
TOTAL EXPENDITURES	\$50,000

2022 - 2023 Board Approved Initiatives:

1. Continue and Expand Beautification – Lead Committee - Design
 - Parking Garage
 - Planters
 - Elks Lot
 - Banners
 - Soroptimist Park
2. Infrastructure – Lead Committee - Design
 - Things we own – Attractions
 - Sustainability
3. District Marketing & Event Opportunities – Lead Committee - MARS
 - Post Card
 - City's Magazine
 - Adopt an Event
 - Social - Tik Tok
 - Communication:
 - Committee Communication
 - Did You Know ... FB, Instagram
 - Website
 - Council
 - Community
 - Our story
 - Education
 - Tearaway / Kiosks
 - DWTN Stakeholders

4. Perception of Organization and District – Lead Committees - MARS & Organization
 - Education
5. Volunteer Engagement – Lead Committee - Organization and All Committees
 - Merchant Buy in
 - Passion / Vested
 - Own Pick – Business Event / Program / Project
6. Return on Investment (measurable outcomes) for Projects and Programs on the downtown, city, & county – All Committees
 - Finish Projects
 - Tracking Data
 - Geo Fencing
 - Sales Tax
 - Even %
 - 5pt Sheet to Board, Committees & City Council for better communication
 - Innovation Center of Rawlins

Did You Know?

We host, or co-sponsor, many training opportunities to grow your business. Watch your email for more information on these great, and usually **FREE** opportunities.



Benefits

These are just a few of the benefits you receive as a Downtown Business.

FREE Classes

- Business Development Training
- Destination Development
- Small Business Development Center
- Wyoming Women's Business Center
- Business Innovation Center

Equipment / Services

- Large Format Printer
- Photo Studio
- Portable Light Box
- Copies
- Design Services
- Auction Software

FREE Event Advertising

- VIP's Southern Wyoming
- Facebook
- Twitter
- Instagram
- Day Weather Radio
- Big Foot 99 Radio
- Rawlins Times
- Rock Springs Miner
- Casper Star Tribune
- Other local publications
- Rawlins DDA/Main Street Website

Main Street Money Promotion

2022 DDA/Main Street

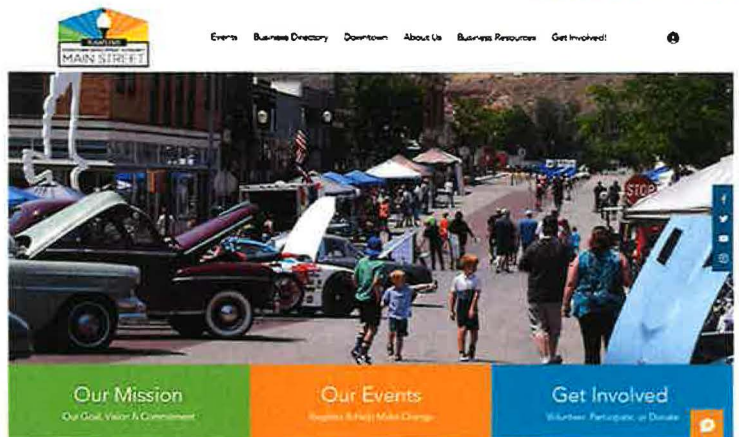
April 20	Volunteer & Donor Appreciation
June 4	Super Saturday Project Day
June 17	SummerFest Participation Due
July 8	Splash Pad Dedication
July 8-9	Blown Away At SummerFest
Oct. 7	ArtBeat
Oct. 31	Trick-or-Treat Downtown Streets
Nov. 15	Store Front Decorating Done
Nov. 25	Blue Plaid Friday
Nov. 26	Small Business Saturday
Nov. 25-Dec. 4	WinterFest Week In Rawlins
Feb. 2023	Annual Fundraising Event



If you have events, classes, sales, specials, etc. please call or email us at downtown@rawlins-wyoming.com. We are here to help promote your business and get the word out. We will share Facebook posts when we see them, however we don't always see them because of Facebook algorithms.

For more information on any events hosted by Rawlins Downtown Development Authority/Main Street visit:

downtownrawlins.org




Visit our Facebook page at:
Downtown Rawlins WY-DDA/Main Street

We are always available to you for any questions you may have.
307.328.2099 | Innovation Center 116 4th Street | Rawlins, WY 82301 | downtown@rawlins-wyoming.com

PRESENTED BY
RAWLINS DDA/MAIN STREET
WYOMING MAIN STREET
& THE INNOVATION CENTER

BUSINESS DEVELOPMENT TRAINING



Monday, **March 28th** - 5:30 TO 7:30PM

Tuesday, **March 29th** - 7:30 TO 9:30AM

COST: FREE

LOCATION: The Innovation Center/RTEC 116 4TH STREET (upstairs)

WHO: Business Owners

RSVP is required to Rawlins DDA/Main Street @ downtown@rawlins-wyoming.com
call 307.328.2099 for more information

Join us for a two part training series with complimentary one-on-one support for all businesses that attend. Both session attendance is required, limited space is available reserve your spot now!

This training will provide a framework for growing your business and implementing modern marketing tools. It will help you setup a process for regularly updating these tools to attract and engage travel and local customers.



downtownrawlins.org



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MOUNTAIN
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