

August 23, 2016

City of Valdez
212 Chenega Avenue
Valdez, AK 99686
ATTN: Magdalena McCay

RE: Valdez Senior Center Inc. – 2017 City of Valdez Grant Funding Request for
Community Service Organizations

Magdalena,

Please see the attached Valdez Senior Center Inc. – 2017 City of Valdez Grant
Funding Request for Community Services Organizations.

As you are aware and as previously discussed with Bob Jean, the prior interim
Valdez City Manager, the Valdez Senior Center did not engage an independent
auditor for a 2015 audit.

The City of Valdez is the only entity requiring an annual audit. The cost of an audit
of Valdez Senior Center finances is approximately \$14,000. Given the Valdez
Senior Center's financial challenges and the City of Valdez' knowledge of the
Center's finances, Bob Jean agreed to waive the audit requirement for 2015 as
had John Hozey, prior City Manager, for 2014.

For the 2017 CSO grant funding request, City Manager, Dennis Ragsdale, has
advised the Valdez Senior Center to request additional funding in our CSO budget
in the amount of \$14,000 for the expense of conducting an independent audit,
which has been included in our financial reporting for the 2017 Grant Funding
Request for Community Service Organizations.

We sincerely appreciate this gesture and support on behalf of the City of Valdez.
Please call or email if I can provide additional information.

Sincerely,

Deborah Plant

Executive Director
Valdez Senior Center, Inc.

GRANT FUNDING REQUEST FOR COMMUNITY SERVICE ORGANIZATIONS

2017 FUNDING REQUEST/CERTIFICATION FORM

ORGANIZATION NAME: Valdez Senior Center, Inc. PHONE: 907-835-5032
ADDRESS: PO Box 1635, 1300 E. Hanagita, Valdez, AK ZIP: 99686
CONTACT PERSON: Doug Davies, President, Valdez Senior Center, Inc. PHONE: 907-835-5032
CONTACT PERSON E-MAIL: vscdirector@valdezak.net
PROGRAM TITLE: Nutrition, Transportation, and Support Services (NTS)
FUNDING REQUEST FOR 2017: \$ 264,000.00

1. Non-Profit Corporation? Yes X No
Date of incorporation: January 1, 1981 Federal Tax ID #: 92-0082275

2. Organization's estimated TOTAL 2017 operating budget: \$ 748,365

3. Historical Funding and Membership Information

	Total CSO Budget	City Funding	City % of Total	# of Members
2014	510,080	240,000	47.05%	151
2015	861,131	250,000	29.03%	173
2016	808,333	280,000	34.64%	177
2017	748,365	264,000	35.28%	180

4. What was previous grant funding used for? Be specific.

2016 City of Valdez Community Services Organizations grant funding was expended in support of delivery of the State of Alaska Department of Health and Social Services Nutrition, Transportation, and Support Services (NTS) Grant awarded to the Valdez Senior Center.

Services provided to Valdez seniors under the NTS grant program included:


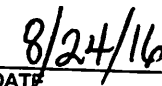

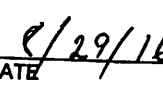
1. Nutrition services
2. Transportation services
3. Programs that promote active and involved lifestyles
4. Outreach, information and assistance

ATTACHMENTS: (label as indicated)

- Copy of your organization's most recent fiscal year end financial statements including balance sheet and profit and loss, and sources and uses of revenues. These statements must also show all accumulated fund balances for all of the organization's assets. (label page 2)
- Copy of balance sheets from three prior fiscal years. (label page 3)
- Copy of your organization's estimated current operating budget, including revenues and expenditures. (label page 4)
- Copy of proposed 2017 budget, including revenues and expenditures. (label page 5)
- Copy of your organization's balance sheet and profit and loss as of 6/30/2016

CERTIFICATION: (must be signed by both individuals)

I certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of my knowledge.

 _____ EXECUTIVE DIRECTOR (or equivalent)	 _____ DATE
 _____ PRESIDENT, BOARD OF DIRECTORS (or equivalent)	 _____ DATE

(1)
**(Organization's Most Recent Fiscal Year-End Financial Statement
to include all fund balances on all organization's funds)**

(All Funds)

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05/17/16

Accrual Basis

Valdez Senior Center, Inc.

Balance Sheet

As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Admin	100.00
FNBA 7094 General	22,521.90
FNBA 7110 Membership	4,936.11
FNBA 9648 Contingency	63,612.06
FNBA Gaming	62.53
WFB 7628 Deposit	17,502.71
WFB Tenant CD	9,629.42
Total Checking/Savings	<u>118,364.73</u>
Accounts Receivable	
Accounts Receivable	11,666.02
Total Accounts Receivable	<u>11,666.02</u>
Other Current Assets	
Inventory Asset	5,931.44
Total Other Current Assets	<u>5,931.44</u>
Total Current Assets	<u>135,962.19</u>
Fixed Assets	
accumulated depreciation	(252,671.95)
building	793,686.30
Equipment	82,073.56
Vehicles	11,115.00
Total Fixed Assets	<u>634,202.91</u>
Other Assets	
Contribution receivable	290,400.00
discount on contribution receiv	(13,567.51)
Prepaid Insurance	7,299.17
Total Other Assets	<u>284,131.66</u>
TOTAL ASSETS	<u><u>1,054,296.76</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	27,993.03
Total Accounts Payable	<u>27,993.03</u>
Other Current Liabilities	
Accrued Leave	18,033.94
Payroll Liabilities	13,292.59
Tenant Deposits	16,550.00

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05/17/16

Accrual Basis

Valdez Senior Center, Inc.

Balance Sheet

As of December 31, 2015

	Dec 31, 15
Total Other Current Liabilities	<u>47,876.53</u>
Total Current Liabilities	<u>75,869.56</u>
Total Liabilities	75,869.56
Equity	
Retained Earnings	966,082.66
Unrestricted Net Assets	33,654.00
Net Income	<u>(21,309.46)</u>
Total Equity	<u>978,427.20</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,054,296.76</u></u>

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05/17/16
Accrual Basis

Valdez Senior Center, Inc.
Profit & Loss
January through December 2015

	Jan - Dec 15
Ordinary Income/Expense	
Income	
Choice Medicaid	22,972.00
Contribution Income	
Home Delivered	910.00
Meal Tickets	8,506.00
Contribution Income - Other	13,284.32
Total Contribution Income	22,700.32
Deposit was incorrect	77.00
Donations	
Dining Hall Rental	380.00
Meals Donations	535.00
Ride Donations	104.00
Donations - Other	23,648.00
Total Donations	24,667.00
Facility Rental	125.00
Fundraiser Income	3,822.00
gain (loss) on disposal	300.00
Grants	
City of Valdez	249,999.97
NTS Program	
NSIP	6,481.20
NTS Program - Other	60,167.00
Total NTS Program	66,648.20
United Way	5,000.00
Total Grants	321,648.17
Interest Income	1,238.33
Lunch Contributions	8,433.08
Membership Dues	2,235.00
Office Income	87.00
other income	
Transportation	6,884.00
Total other income	6,884.00
Personal Care Attendent (PCA)	169,256.71
Private Pay	142,890.70
Rebate	121.75
Reimbursement	22,960.05
Rental Income	
Misc	435.24
Rental Income - Other	153,565.00
Total Rental Income	154,000.24

Profit & Loss

January through December 2015

	<u>Jan - Dec 15</u>
Total Income	<u>904,418.35</u>
Gross Profit	904,418.35
Expense	
Auto Expense	
Auto Repair	431.20
Vehicle Fuel	2,398.59
Auto Expense - Other	<u>46.36</u>
Total Auto Expense	2,876.15
Commodities	
Food-NTS	124,893.09
Non Food-NTS	14,250.90
Office Supplies	2,353.44
Shipping & Freight	85.00
Supplies-Building	<u>27.24</u>
Total Commodities	141,609.67
Contractual	
Advertising	933.64
Bank Fees	329.27
Contract labor	1,073.02
Dues & Subscriptions	313.99
Insurance	
Auto	726.82
commercial	3,178.12
Liability/Board	0.00
Workers Comp	<u>8,203.01</u>
Total Insurance	12,107.95
License & Permits	175.00
Mailing & Stamps	2,033.56
Personnel Expense	
Background Checks	886.62
Education/Travel/Accommodation	<u>50.00</u>
Total Personnel Expense	936.62
Professional Fees	
Accounting	6,345.50
Audit & Tax	745.00
Professional Fees - Other	<u>26,531.07</u>
Total Professional Fees	33,621.57
Contractual - Other	<u>1,428.12</u>
Total Contractual	52,952.74
Facility Expense	
Office expense	10,856.86
Parts & Supplies	1,742.53
Repairs & Maintenance	8,208.01

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Accrual Basis

Valdez Senior Center, Inc.

Profit & Loss

January through December 2015

	<u>Jan - Dec 15</u>
Utilities	
Cable	4,400.00
Dumpster	242.05
Electricity	35,406.32
Heating Oil	30,606.71
Propane	1,432.38
Telephone	2,514.81
Total Utilities	<u>74,602.27</u>
Facility Expense - Other	<u>643.69</u>
Total Facility Expense	96,053.36
Fundraiser Expense	1,216.09
NTS Program	5,279.20
Payroll Expenses	
Payroll Taxes	40,526.98
Payroll Expenses - Other	435,470.63
Total Payroll Expenses	<u>475,997.61</u>
Rental Expense	145,200.00
Training	39.99
Transportation Program	
Vouchers	3,000.00
Total Transportation Program	<u>3,000.00</u>
Travel	<u>1,503.00</u>
Total Expense	<u>925,727.81</u>
Net Ordinary Income	(21,309.46)
Other Income/Expense	
Other Expense	
Misc Expense	0.00
Total Other Expense	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>(21,309.46)</u></u>

(Copy of Three Prior Fiscal Years' Balance Sheets)

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05/17/16

Accrual Basis

Valdez Senior Center, Inc.

Balance Sheet

As of December 31, 2015

	<u>Dec 31, 15</u>
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Current Assets	
Checking/Savings	
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FNBA 7110 Membership	4,936.11
FNBA 9648 Contingency	63,612.06
FNBA Gaming	62.53
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WFB Tenant CD	9,629.42
Total Checking/Savings	<u>118,364.73</u>
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Total Other Current Assets	<u>5,931.44</u>
Total Current Assets	<u>135,962.19</u>
Fixed Assets	
accumulated depreciation	(252,671.95)
building	793,686.30
Equipment	82,073.56
Vehicles	11,115.00
Total Fixed Assets	<u>634,202.91</u>
Other Assets	
Contribution receivable	290,400.00
discount on contribution receiv	(13,567.51)
Prepaid Insurance	7,299.17
Total Other Assets	<u>284,131.66</u>
TOTAL ASSETS	<u><u>1,054,296.76</u></u>
LIABILITIES & EQUITY	
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Accounts Payable	
Accounts Payable	27,993.03
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05/17/16

Accrual Basis

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Total Current Liabilities	<u>75,869.56</u>
Total Liabilities	<u>75,869.56</u>
Equity	
Retained Earnings	966,082.66
Unrestricted Net Assets	33,654.00
Net Income	<u>(21,309.46)</u>
Total Equity	<u>978,427.20</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,054,296.76</u></u>

Valdez Senior Center, Inc.
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Admin	80.00
Cash Petty	205.53
FNBA 7094 General	7,360.66
FNBA 7110 Membership	2,065.56
FNBA 8643 Contingency	5,006.88
WFB 7626 Deposit	12,023.53
WFB Tenant CD	8,404.39
Total Checking/Savings	<u>35,146.55</u>
Accounts Receivable	
Accounts Receivable	12,185.22
Total Accounts Receivable	<u>12,185.22</u>
Other Current Assets	
Inventory Asset	5,931.44
Medicaid Receivable	17.15
Undeposited Funds	148.40
Total Other Current Assets	<u>6,094.99</u>
Total Current Assets	<u>53,436.76</u>
Fixed Assets	
accumulated depreciation	(286,607.95)
building	783,686.30
Equipment	65,167.46
Vehicles	55,251.00
Total Fixed Assets	<u>617,296.81</u>
Other Assets	
Contribution receivable	580,800.00
discount on contribution receiv	(44,288.48)
Prepaid Insurance	13,129.04
Total Other Assets	<u>549,640.56</u>
TOTAL ASSETS	<u><u>1,220,374.15</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	28,215.73
Total Accounts Payable	<u>28,215.73</u>
Credit Cards	
CC Safeway	331.11
Total Credit Cards	<u>331.11</u>
Other Current Liabilities	
Accrued Leave	11,789.66
Medicaid payable	17,800.00
Payroll Liabilities	11,680.74
Tenant Deposits	12,071.00
Total Other Current Liabilities	<u>53,541.40</u>
Total Current Liabilities	<u>80,068.24</u>
Total Liabilities	<u>80,068.24</u>

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Accrual Basis

Valdez Senior Center, Inc.
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
Equity	
Retained Earnings	1,206,107.72
Unrestricted Net Assets	33,654.00
Net Income	(89,475.81)
Total Equity	<u>1,140,285.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,220,374.16</u></u>

VALDEZ SENIOR CENTER, INC.

Statements of Financial Position

December 31, 2013 and 2012

Assets	2013	2012
Current assets:		
Cash and cash equivalents	\$ 45,970	96,788
Accounts receivable	75,854	88,229
Current portion of contribution receivable, net of discount	127,763	123,742
Inventory	7,431	9,024
Prepaid expenses	13,129	11,493
Total current assets	<u>270,147</u>	<u>329,276</u>
Non-current assets:		
Contribution receivable, net of discount	408,749	536,511
Property and equipment (net of accumulated depreciation of \$296,808 in 2013 and \$267,828 in 2012)	<u>646,929</u>	<u>678,857</u>
Total non-current assets	<u>1,055,678</u>	<u>1,215,368</u>
Total assets	\$ <u>1,325,825</u>	<u>1,544,644</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable	38,330	18,434
Accrued payroll liabilities	13,275	17,581
Accrued annual leave	11,790	12,278
Current portion of note payable	4,103	-
Security deposits	9,721	13,046
Total current liabilities	<u>77,219</u>	<u>61,339</u>
Long term liability:		
Note payable	<u>19,270</u>	-
Total liabilities	<u>96,489</u>	<u>61,339</u>
Net assets:		
Unrestricted	99,331	187,758
Temporarily restricted	<u>1,130,005</u>	<u>1,295,547</u>
Total net assets	<u>1,229,336</u>	<u>1,483,305</u>
Total liabilities and net assets	\$ <u>1,325,825</u>	<u>1,544,644</u>

VALDEZ SENIOR CENTER, INC.

Statements of Activities

Year Ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Unrestricted net assets:		
Operating activities:		
Support:		
Government	\$ 214,980	318,986
Individuals	18,179	30,546
Foundations	4,639	5,462
Net assets released from restrictions	<u>169,842</u>	<u>43,297</u>
Total support	<u>407,650</u>	<u>398,291</u>
Revenues:		
Fees for services	346,747	586,129
Rental	124,505	135,098
Fundraising	6,135	5,743
Memberships	1,875	1,720
Other	<u>2,040</u>	<u>801</u>
Total revenues	<u>481,302</u>	<u>729,491</u>
Total support and revenues	<u>888,952</u>	<u>1,127,782</u>
Operating expenses:		
Program services:		
Nutrition, transportation and support	289,045	265,597
Medicaid services	294,989	468,404
Senior facility	<u>378,423</u>	<u>276,945</u>
Total program services	<u>962,457</u>	<u>1,010,946</u>
Supporting services:		
Management and general	14,934	101,410
Fundraising	-	3,500
Total support services	<u>14,934</u>	<u>104,910</u>
Total operating expenses	<u>977,391</u>	<u>1,115,856</u>
Increase (decrease) in unrestricted net assets from operating activities	<u>(88,439)</u>	<u>11,926</u>
Non-operating activities:		
Investment gains	<u>12</u>	<u>22</u>
Increase (decrease) in unrestricted net assets	<u>(88,427)</u>	<u>11,948</u>
Temporarily restricted net assets:		
Support - government	4,300	660,253
Net assets released from restrictions	<u>(169,842)</u>	<u>(43,297)</u>
Increase (decrease) in temporarily restricted net assets	<u>(165,542)</u>	<u>616,956</u>
Change in net assets	<u>(253,969)</u>	<u>628,904</u>
Net assets, beginning of year	<u>1,483,305</u>	<u>854,401</u>
Net assets, end of year	\$ <u><u>1,229,336</u></u>	<u><u>1,483,305</u></u>

Years Ended December 31, 2013 and 2012

(continued)

Statements of Functional Expenses, Continued

2012							
Expenses:	Program Services				Supporting Services		Total Program and Supporting Services
	Nutrition, Transportation and Support	Medicaid Services	Senior Facility	Total Program Services	Management and General	Fundraising	
Operating:							
Personnel	\$ 123,905	416,480	65,237	605,622	11,254	-	616,876
Utilities	30,988	29,636	32,620	93,224	-	1,984	95,208
Repairs and maintenance	2,006	-	1,142	3,148	-	-	3,148
Facility	112	-	22,402	22,514	-	-	22,514
Program supplies	95,032	11,402	70	106,504	100	1,516	108,120
Office expense	2,139	2,884	8,586	13,599	1,610	-	15,209
Insurance	11,307	7,885	12,586	31,758	-	-	31,758
Professional fees	128	127	10,627	10,882	-	-	10,882
Depreciation	-	-	-	-	-	-	-
Rent	-	-	-	-	-	-	-
Other	-	-	123,420	123,420	58,595	-	182,015
Total expenses	\$ 265,597	488,404	275	754,276	21,780	-	776,056
			276,945	1,031,221	8,071	-	1,039,292
				1,010,946	101,410	3,500	1,115,856

VALDEZ SENIOR CENTER, INC.

Statements of Cash Flows

Years Ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Cash flows provided (used) by operating activities:		
Change in net assets	\$ (253,969)	628,904
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	58,732	58,595
Loss on disposal of equipment	5,335	-
(Increase) decrease in assets:		
Accounts receivable	12,375	(50,365)
Contribution receivable	123,741	(660,253)
Inventory	1,593	(9,024)
Prepaid items	(1,636)	(6,840)
Increase (decrease) in liabilities:		
Accounts payable	19,896	9,399
Accrued payroll liabilities	(4,306)	(599)
Accrued annual leave	(488)	3,661
Security deposits	(3,325)	1,171
Net cash provided (used) by operating activities	<u>(42,052)</u>	<u>(25,351)</u>
Cash flows provided (used) by investing activities		
Purchase of property and equipment	<u>(7,800)</u>	<u>-</u>
Cash flows provided (used) by financing activities		
Principal payments on note payable	<u>(966)</u>	<u>-</u>
Increase (decrease) in cash and cash equivalents	(50,818)	(25,351)
Cash and cash equivalents, beginning of year	<u>96,788</u>	<u>122,139</u>
Cash and cash equivalents, end of year	\$ <u>45,970</u>	<u>96,788</u>
Supplemental Disclosures:		
Non-cash investing and financing transaction:		
Cost of equipment acquired	\$ 38,839	-
Note payable	<u>(24,339)</u>	<u>-</u>
Equipment trade	<u>14,500</u>	<u>-</u>
City of Valdez in-kind rental contribution	\$ <u>21,458</u>	<u>145,200</u>

(3)

(Organization's Current Operating Budget)

(All Funds)

(4)

**Valdez Senior Center Inc.
2016 Budget**

	Administration 0%	Facility 18%	Membership 1%	NTS Program 43%	Personal Care Assistance 18%	H & C Based Wahver 2%	Care Coordination 0%	Private Pay Care Assistance 21%	TOTAL 100%
	0%	18%	1%	43%	18%	2%	0%	21%	100%
Expense									
Auto Expense									
Fuel	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	2,000.00
Maintenance & repair	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	1,500.00
Total	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00	3,500.00
Transportation Program									
Vouchers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Commodities									
Food-NTS	0.00	0.00	0.00	119,858.00	0.00	0.00	0.00	0.00	119,858.00
Non Food-NTS	0.00	0.00	0.00	19,748.00	0.00	0.00	0.00	0.00	19,748.00
Office Supplies	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00
Total Commodities	1,600.00	0.00	0.00	139,606.00	0.00	0.00	0.00	0.00	141,402.00
Contractual Services									
Professional Services/Fees									
Audit & Tax	0	2664	148	8216	2368	200	0	3108	14,800.00
Accounting	0.00	872.10	48.45	2,034.60	775.20	86.90	0.00	1,017.45	4,845.00
Grant Origination Exp	0.00	800.00	50.00	1,600.00	1,650.00	100.00	0.00	900.00	5,000.00
Legal - Other	0.00	288.00	15.00	872.00	258.00	32.00	0.00	336.00	1,600.00
Total Professional Services	0.00	4,824.10	263.45	10,422.60	5,049.20	524.90	0.00	6,361.45	26,245.00
Advertising									
Bank Fees	0.00	160.00	10.00	300.00	330.00	20.00	0.00	180.00	1,000.00
Dues & Subscriptions	0.00	54.00	3.00	120.00	48.00	6.00	0.00	83.00	300.00
Mailing & Stamps	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
Printing	0.00	540.00	30.00	1,200.00	480.00	60.00	0.00	830.00	3,000.00
Insurance	0.00	1,600.00	100.00	4,200.00	1,600.00	200.00	0.00	2,100.00	10,000.00
Auto									
CGI	0.00	652.14	36.23	1,821.68	578.68	72.40	0.00	760.83	3,823.00
Umbrella	0.00	1,231.84	78.89	2,306.70	2,540.87	153.98	0.00	1,365.82	7,636.00
Board Liability	0.00	160.00	10.00	300.00	330.00	20.00	0.00	180.00	1,000.00
Workers Comp	0.00	506.60	31.60	848.00	1,042.80	63.20	0.00	568.80	3,180.00
Other	0.00	5,177.16	287.82	12,060.04	4,801.82	576.24	0.00	6,040.02	28,762.00
Total Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contractual Services	100.00	14,604.64	847.89	33,488.30	18,602.27	1,695.78	0.00	17,290.02	84,632.00
Office expense									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facility Expense									
Repairs & Maintenance									
Contract labor	0.00	810.00	45.00	1,890.00	720.00	80.00	0.00	945.00	4,500.00
Parts & Materials	0.00	360.00	20.00	840.00	320.00	40.00	0.00	420.00	2,000.00
Fuel									
Heating Oil	0.00	17,259.77	0.00	12,362.01	10,000.22	0.00	0.00	0.00	39,622.00
Propane	0.00	0.00	0.00	1,800.00	0.00	0.00	0.00	0.00	1,800.00
Total Fuel Expense	0.00	17,259.77	0.00	14,082.01	10,000.22	0.00	0.00	0.00	41,412.00
Utilities									
Electricity	0.00	6,840.00	380.00	15,080.00	8,080.00	760.00	0.00	7,060.00	38,000.00
Telecom	0.00	880.36	48.24	2,038.16	787.87	98.48	0.00	1,034.08	4,024.20
Cable	0.00	4,800.00	0.00	0.00	0.00	0.00	0.00	0.00	4,800.00
Total Utilities Exp	0.00	12,520.36	428.24	18,028.16	8,867.87	858.48	0.00	8,094.08	47,724.20
Total Facility Expense	0.00	30,056.13	494.24	34,020.17	17,998.09	958.48	0.00	10,379.08	85,636.20
Fundraiser Expenses									
Membership	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Payroll	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00
Salary & Wages									
Taxes	0.00	75,106.00	4,177.87	176,491.00	86,842.00	8,365.33	0.00	87,730.00	417,708.04
Background Checks	0.00	8,692.82	371.81	16,618.12	5,940.00	743.82	0.00	7,808.00	37,181.23
Other	0.00	0.00	0.00	0.00	765.00	0.00	0.00	0.00	765.00
Payroll Expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Payroll Expenses	0.00	81,690.82	4,549.68	191,078.11	73,558.80	9,069.80	0.00	95,538.00	458,712.87
Training									
Travel	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
United Way Expenditures	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
Deposit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	21,000.00	127,761.59	8,891.81	402,468.68	108,167.02	11,783.22	0.00	123,188.05	804,140.07
Ordinary Income									
	0.00	145,683.00	7,673.00	344,363.00	127,428.60	17,182.30	0.00	185,794.00	808,333.80
Net Income									
	(21,000.00)	17,921.41	(1,018.81)	(58,075.58)	19,271.88	5,379.08	0.00	42,605.05	4,193.83

**Valdez Senior Center Inc.
2016 Budget**

**Income/Expense
Income**

	Administration 8%	Facility 18%	Membership 1%	NTS Program 42%	Personal Care Assistance 16%	H & C Based Waiver 2%	Care Coordination 0%	Private Pay Care Assistance 21%	TOTAL 100%
Choice Medicaid				0	0	17,182.30	0	0.00	17,182.30
Home Delivered Meals	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
Congregate Meals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transportation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Chore care	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Respite care	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Choice Medicaid	0.00	0.00	0.00	0.00	0.00	17,182.30	0.00	0.00	17,182.30
Contribution Income									
Donations									
Home Delivered Meals	0.00	0.00	0.00	1,743.00	0.00	0.00	0.00	0.00	1,743.00
Congregate Meal	0.00	0.00	0.00	11,899.00	0.00	0.00	0.00	0.00	11,899.00
Ride Donations	0.00	0.00	0.00	324.00	0.00	0.00	0.00	0.00	324.00
Donations - Other	0.00	0.00	0.00	1,731.00	0.00	0.00	0.00	0.00	1,731.00
Total Contribution Income	0.00	0.00	0.00	15,497.00	0.00	0.00	0.00	0.00	15,497.00
Fundraising									
Xmas-Spring Sales/ Dinners ..	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Gaming Permit	0.00	0.00	?	0.00	0.00	0.00	0.00	0.00	0.00
Total Fund Raising	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Grants									
City of Valdez	0.00	0.00	0.00	250,000.00	0.00	0.00	0.00	0.00	250,000.00
Providence Valdez	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	20,000.00
United Way	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	5,000.00
NTS Program									
Transportation Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NSIP	0.00	0.00	0.00	8,784.00	0.00	0.00	0.00	0.00	8,784.00
NTS Grant	0.00	0.00	0.00	47,112.00	0.00	0.00	0.00	0.00	47,112.00
Total NTS Program	0.00	0.00	0.00	55,896.00	0.00	0.00	0.00	0.00	55,896.00
Total Grants	0.00	0.00	0.00	325,896.00	0.00	0.00	0.00	0.00	325,896.00
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Membership Dues	0.00	0.00	2,873.00	0.00	0.00	0.00	0.00	0.00	2,873.00
Office Income	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00
Personal Care Attendant (PCA)	0.00	0.00	0.00	0.00	127,428.50	0.00	0.00	0.00	127,428.50
Private Pay Care Attendant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185,794.00	185,794.00
Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Income									
Misc	0.00	1,483.00	0.00	0.00	0.00	0.00	0.00	0.00	1,483.00
Rental Income Other	0.00	144,000.00	0.00	0.00	0.00	0.00	0.00	0.00	144,000.00
Total Rental Income	0.00	145,483.00	0.00	0.00	0.00	0.00	0.00	0.00	145,483.00
Total Income	0.00	145,683.00	7,873.00	344,393.00	127,428.50	17,182.30	0.00	185,794.00	808,333.90

(Copy of Proposed 2017 Budget)

(All Funds)

**Valdez Senior Center
2017 Budget**

	Gaming	Facility 18%	Membership 1%	NTS Program 42%	Personal Care Assistance 30%	H & C Based Waiver 2%	Private Pay Care Assistance 7%	Total 100%
Expense								
Auto Expense								
Fuel	-	-	-	3,600.00	-	-	-	3,600.00
Maintenance & Repair	-	-	-	2,500.00	-	-	-	2,500.00
Total Auto Expense	-	-	-	6,100.00	-	-	-	6,100.00
Commodities								
Food-NTS	-	-	-	122,000.00	-	-	-	122,000.00
Non Food-NTS	-	-	-	23,451.00	-	-	-	23,451.00
Office Supplies	-	2,400.00	-	-	-	-	-	2,400.00
Total Commodities	-	2,400.00	-	145,451.00	-	-	-	147,851.00
Contractual Services								
Professional Services/Fees								
Audit & Tax	-	5,184.00	288.00	12,096.00	8,640.00	576.00	2,016.00	28,800.00
Accounting	-	872.10	48.45	2,034.90	1,453.50	96.90	339.15	4,845.00
Grant Origination Exp	-	800.00	50.00	1,500.00	2,200.00	100.00	350.00	5,000.00
Legal - Other	-	288.00	16.00	672.00	480.00	32.00	112.00	1,600.00
Advertising	-	260.00	18.00	400.00	430.00	42.00	250.00	1,400.00
Bank Fees	-	54.00	3.00	126.00	48.00	6.00	63.00	300.00
Dues & Subscriptions	-	189.00	-	-	9.00	-	-	198.00
Mailing & Stamps	-	540.00	30.00	1,260.00	900.00	60.00	210.00	3,000.00
Printing	-	1,350.00	75.00	3,150.00	2,250.00	150.00	525.00	7,500.00
Total Contractual	-	9,537.10	528.45	21,238.90	16,410.50	1,062.90	3,865.15	52,643.00
Insurance								
Auto	-	832.14	46.23	1,941.66	1,386.90	92.46	323.61	4,623.00
CGL	-	1,493.64	82.98	2,272.23	3,702.39	165.90	580.86	8,298.00
Umbrella	-	160.00	10.00	300.00	440.00	20.00	70.00	1,000.00
Board Liability	-	505.60	31.60	948.00	1,399.70	63.20	221.90	3,170.00
Workers Comp	-	3,322.98	184.61	7,753.62	5,538.30	369.22	1,292.27	18,461.00
Other	-	-	-	-	-	-	-	-
Total Insurance	-	6,314.36	355.42	13,215.51	12,467.29	710.78	2,488.64	35,552.00

**Valdez Senior Center
2017 Budget**

	Gaming	Facility 18%	Membership 1%	NTS Program 42%	Personal Care Assistance 30%	H & C Based Waiver 2%	Private Pay Care Assistance 7%	Total 100%
Facility Expense								
Office Expense	-	3,748.00	-	-	-	-	-	3,748.00
Computer Replacement	-	2,000.00	-	-	-	-	-	2,000.00
Repairs & Maintenance	-	-	-	-	3,000.00	-	1,100.00	6,100.00
Contract Labor	-	810.00	45.00	1,890.00	1,350.00	90.00	315.00	4,500.00
Parts & Materials	-	360.00	20.00	840.00	600.00	40.00	140.00	2,000.00
Utilities								
Heating Oil	-	17,259.77	-	12,262.01	10,090.22	-	-	39,612.00
Propane	-	-	-	1,800.00	-	-	-	1,800.00
Cable	-	4,800.00	-	-	-	-	-	4,800.00
Dumpster	-	240.00	-	-	-	-	-	240.00
Electricity	-	6,872.52	380.00	15,990.52	11,418.91	760.00	2,641.09	38,063.04
Telecom	-	905.42	50.30	2,112.64	1,509.03	100.60	352.11	5,030.10
Total Facility Expense		36,995.71	495.30	34,895.17	27,968.16	990.60	4,548.20	105,893.14
Fundraiser Expense								
Gaming	1,000.00	2,500.00	-	-	-	-	-	2,500.00
Membership	-	-	1,500.00	-	-	-	-	1,500.00
Total Fundraiser Expense	1,000.00	2,500.00	1,500.00					5,000.00
Payroll								
Salary & Wages	-	60,714.09	3,373.01	141,666.21	101,190.15	6,746.01	23,611.04	337,300.50
Taxes	-	5,858.91	325.50	13,670.79	9,764.85	650.99	2,278.47	32,549.50
Background Checks	-	74.75	-	74.75	598.00	-	-	747.50
Total Payroll Expenses		66,647.75	3,698.50	155,411.75	111,553.00	7,397.00	25,889.50	370,597.50
Other								
Training	-	5,000.00	-	-	-	-	-	5,000.00
Travel	-	4,500.00	-	-	-	-	-	4,500.00
Total Other		9,500.00						9,500.00
Grand Total Expenses	1,000.00	133,894.92	6,577.57	376,312.33	168,398.95	10,161.28	36,791.49	733,136.64

**Valdez Senior Center
2017 Budget**

	Gaming	Facility 18%	Membership 1%	NTS Program 42%	Personal Care Assistance 30%	H & C Based Waiver 2%	Private Pay Care Assistance 7%	Total 100%
Income								
Choice Medicaid								
Home Delivered	-	-	-	-	-	16,928.00	-	16,928.00
Congregate Meals	-	-	-	-	-	-	-	-
Transportation	-	-	-	-	-	-	-	-
Respite Care	-	-	-	-	6,336.00	-	-	6,336.00
Chore	-	-	-	-	6,710.00	-	-	6,710.00
Choice Medicaid Total	-	-	-	-	13,046.00	16,928.00	-	29,974.00
Contribution Income								
Home Delivered	-	-	-	2,000.00	-	-	-	2,000.00
Meal Tickets	-	-	-	8,000.00	-	-	-	8,000.00
Lunch Contributions	-	-	-	7,500.00	-	-	-	7,500.00
Contribution Total	-	-	-	17,500.00	-	-	-	17,500.00
Donations								
Meals Donations	-	-	-	1,500.00	-	-	-	1,500.00
Dining Room Rental	-	540.00	-	-	-	-	-	540.00
Ride Donations	-	-	-	300.00	-	-	-	300.00
Donations - Other	-	-	-	23,500.00	-	-	-	23,500.00
Donations Total	-	540.00	-	25,300.00	-	-	-	25,840.00
Fundraising								
Fundraising Income	-	-	3,000.00	-	-	-	-	3,000.00
Gaming Income	1,000.00	-	-	-	-	-	-	1,000.00
Fundraising Total	1,000.00	-	3,000.00	-	-	-	-	4,000.00
Grants								
City of Valdez	-	-	-	264,000.00	-	-	-	264,000.00
United Way	-	-	-	10,000.00	-	-	-	10,000.00
NSIP	-	-	-	6,784.00	-	-	-	6,784.00
NTS Grant	-	-	-	50,517.00	-	-	-	50,517.00
Total Grants	-	-	-	331,301.00	-	-	-	331,301.00
Interest Income	-	10.00	-	-	-	-	-	10.00
Membership Dues	-	-	2,500.00	-	-	-	-	2,500.00
Office Income	-	-	-	-	-	-	-	-
Personal Care Attendant (PCA)	-	-	-	-	153,000.00	-	-	153,000.00
Private Pay Care Attendant	-	-	-	-	-	-	40,000.00	40,000.00
Rental Income	-	144,000.00	-	-	-	-	-	144,000.00
Misc	-	240.00	-	-	-	-	-	240.00
Other Income	-	144,250.00	2,500.00	-	153,000.00	-	40,000.00	339,750.00
Total Income	1,000.00	144,790.00	5,500.00	374,101.00	166,046.00	16,928.00	40,000.00	748,365.00
Net Ordinary Expense	1,000.00	133,894.92	6,577.67	376,312.33	168,398.95	10,161.28	36,791.49	733,136.64
Net Income	-	10,895.08	(1,077.67)	(2,211.33)	(2,352.95)	6,766.72	3,208.51	35,728.36

6:04 PM

08/23/16

Accrual Basis

Valdez Senior Center, Inc.

Balance Sheet

As of June 30, 2016

	<u>Jun 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Admin	75.00
FNBA 7094 General	16,272.12
FNBA 7110 Membership	6,040.11
FNBA 9648 Contingency	90,482.54
FNBA Gaming	20.53
WFB 7628 Deposit	17,812.36
WFB Tenant CD	9,629.42
Total Checking/Savings	140,332.08
Accounts Receivable	
Accounts Receivable	8,113.88
Total Accounts Receivable	8,113.88
Other Current Assets	
Inventory Asset	5,931.44
Total Other Current Assets	5,931.44
Total Current Assets	154,377.40
Fixed Assets	
accumulated depreciation	(252,671.95)
building	793,686.30
Equipment	82,073.56
Vehicles	11,115.00
Total Fixed Assets	634,202.91
Other Assets	
Contribution receivable	290,400.00
discount on contribution receiv	(13,567.51)
Total Other Assets	276,832.49
TOTAL ASSETS	<u>1,065,412.80</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	29,353.47
Total Accounts Payable	29,353.47
Other Current Liabilities	
Accrued Leave	18,033.94
Direct Deposit Liabilities	(9,756.78)
Payroll Liabilities	12,973.57

6:04 PM
08/23/16
Accrual Basis

Valdez Senior Center, Inc.
Balance Sheet
As of June 30, 2016

	<u>Jun 30, 16</u>
Tenant Deposits	<u>16,550.00</u>
Total Other Current Liabilities	<u>37,800.73</u>
Total Current Liabilities	<u>67,154.20</u>
Total Liabilities	67,154.20
Equity	
Retained Earnings	944,773.20
Unrestricted Net Assets	33,654.00
Net Income	<u>19,831.40</u>
Total Equity	<u>998,258.60</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,065,412.80</u></u>

5:46 PM
08/23/16
Accrual Basis

Valdez Senior Center, Inc.
Profit & Loss
January through June 2016

	<u>Jan - Jun 16</u>
Ordinary Income/Expense	
Income	
Choice Medicaid	7,147.04
Contribution Income	
Home Delivered	645.00
Meal Tickets	3,920.00
	<hr/>
Total Contribution Income	4,565.00
Donations	
Dining Hall Rental	304.00
Meals Donations	647.20
Ride Donations	162.00
Donations - Other	25,873.79
	<hr/>
Total Donations	26,986.99
Fundraiser Income	
gain (loss) on disposal	1,489.00
Grants	300.00
City of Valdez	140,000.00
NTS Program	
NSIP	2,107.20
NTS Program - Other	21,201.00
	<hr/>
Total NTS Program	23,308.20
Total Grants	163,308.20
Interest Income	9.85
Lunch Contributions	4,970.00
Membership Dues	2,020.00
Personal Care Attendent (PCA)	63,567.56
Private Pay	37,529.33
Rental Income	66,400.00
Uncategorized Income	0.00
	<hr/>
Total Income	378,292.97
Gross Profit	378,292.97
Expense	
Auto Expense	
Auto Repair	903.45
Vehicle Fuel	791.70
	<hr/>
Total Auto Expense	1,695.15

5:46 PM
08/23/16
Accrual Basis

Valdez Senior Center, Inc.
Profit & Loss
January through June 2016

	Jan - Jun 16
Commodities	
Food-NTS	57,962.56
Non Food-NTS	14,706.12
Office Supplies	650.11
Shipping & Freight	607.00
Total Commodities	73,925.79
Contractual	
Advertising	785.75
Bank Fees	150.78
Dues & Subscriptions	1,161.48
Insurance	
Auto	1,648.18
commercial	5,934.88
Liability/Board	3,170.00
Workers Comp	11,759.99
Insurance - Other	0.00
Total Insurance	22,513.05
Mailing & Stamps	1,039.66
Personnel Expense	
Education/Travel/Accommodation	89.99
Personnel Expense - Other	299.00
Total Personnel Expense	388.99
Professional Fees	
Accounting	3,529.05
Total Professional Fees	3,529.05
Contractual - Other	500.61
Total Contractual	30,069.37
Facility Expense	
Office expense	3,259.32
Parts & Supplies	3,060.04
Repairs & Maintenance	18,803.13
Utilities	
Cable	2,400.00
Dumpster	120.17
Electricity	17,559.49
Heating Oil	14,684.78
Propane	566.74
Telephone	2,515.05
Total Utilities	37,846.23
Total Facility Expense	62,968.72
Fundraiser Expense	122.00

5:46 PM
08/23/16
Accrual Basis

Valdez Senior Center, Inc.
Profit & Loss
January through June 2016

	<u>Jan - Jun 16</u>
Payroll Expenses	
Payroll Taxes	16,118.04
Payroll Expenses - Other	<u>173,462.50</u>
Total Payroll Expenses	189,580.54
Training	<u>100.00</u>
Total Expense	<u>358,461.57</u>
Net Ordinary Income	19,831.40
Other Income/Expense	
Other Expense	
Misc Expense	<u>0.00</u>
Total Other Expense	<u>0.00</u>
Net Other Income	<u>0.00</u>
Net Income	<u><u>19,831.40</u></u>

PROGRAM INFORMATION

ORGANIZATION NAME: Valdez Senior Center, Inc.

Program Title: Nutrition, Transportation, and Support Services (NTS)

Complete section below. Limit comments to this page.

1. Summarize the program you are proposing. (You will provide the details in the scope of services form.)

The NTS program provides: congregate and home delivered meals to Valdez seniors aged 60+ and those with medically diagnosed disabilities, nutrition and health education information, transportation services, and support to Valdez Senior Center programs that promote active and involved lifestyles.

2. Briefly, but specifically, describe why the program to be funded under this proposal is needed and how it will benefit the Valdez community. Is this a new or existing program? How have you determined the need for your program?

The NTS program provides affordable/free, nutritiously balanced meals to Valdez seniors (60+ years of age). The meal program achieves two outcomes: the delivery of meals provides an informal wellness check and an affordable nutritious meal, the lunch time congregate meal provides seniors a social opportunity for fellowship while enjoying an affordable nutritious meal. The NTS program includes: information and assistance; nutrition education and counseling; transportation services; media; and volunteer programs. The Valdez NTS program has been in place for many years and has become a program many seniors rely on. Program need and commitment of organization resources are determined by the use of services, active outreach and education of constituent base.

3. Is this program year-round, seasonal, or a one-time event? Year-round
Schedule: Beginning date: N/A Ending date: N/A

4. Estimated number of people to be served by this program? 310
Provide formula for estimate:

Meals (Daily Average)	Individuals Served	Units Delivered/Contacts
Congregate	35	8,400 (meals served M-F per year)
Home Delivered	30	10,950 (meals delivered 7 days per week each year)
Transportation (Weekly Average)	10	1,875 (rides provided M-F per year)
Information & Assistance (Monthly Average)	165	1,980 (contacts per year)
Outreach (Monthly Average)	70	840 (outreach efforts per year)
Total	310	Total 23,945 (units delivered/contacts annually)

5. Target population served: (ie: youth, adult, Senior Citizens, disadvantaged, etc.)

Seniors aged 60+, disadvantaged individuals, and those living with medically diagnosed disabilities.

6. Is membership in your organization required for participation: Yes _____ No X
7. Fee to participant: Member \$ 0 Non-Member \$ 0
8. Number of paid program staff: Full-time 3 Part-time 2 Temporary _____

ORGANIZATION NAME: Valdez Senior Center, Inc.

Program Information (continued)

9. Volunteer Services Information:

Number of volunteers:	Actual 2014	54
	Actual 2015	69
	Anticipated 2016	75
	Estimated 2017	80

Source of volunteers (parents, members, professionals, others):

Members, staff, spouses, family members, community members/groups, church organizations, high school and college students, and friends.

Types of services provided by volunteers:

Lawn/grounds work, custodial, fundraising, meal preparation, serving of lunch, activities (exercise/games/gardening/food bank support), administrative assistance (phones/newsletter/front counter support), gardening, running errands, etc.

10. Where will you operate this program? What facilities?

The program will be operated from the Valdez Senior Center located at 1300 E. Hanagita, Valdez, Alaska.

11. What is the specific impact on your program if City funding is available at the following percentages of your request?

75% The meal program would be reduced. The home delivered meals program serving 7 days per week would be reduced to Mon - Fri only. Staff hours would be reduced; food options for both congregate and home delivered meals programs (portions, salad & soup, etc.) would be reduced.

50% The NTS program's continued operation would have to be reviewed. Other non NTS services provided by the Valdez Senior Center would have to be reduced.

25% The NTS program would be discontinued and other non NTS services provided by the Valdez Senior Center would be further reduced.

0% The NTS program would be discontinued and other non NTS services provided by the Valdez Senior Center would be drastically reduced.

12. The City is prohibited from contracting with businesses or persons that violate the Americans with Disabilities Act (ADA). What methods does your organization employ to comply with the requirements of ADA?

Valdez Senior Center is committed to and in compliance with the Americans with Disabilities Act (ADA). The Valdez Senior Center does not do only what is required. The Valdez Senior Center goes beyond the scope of the ADA and strives to accommodate individual needs.

ORGANIZATION NAME: **Valdez Senior Center, Inc.**
 Program Information (continued)

13. Any other comments you would like to make about your program?

The NTS program is a backbone program for the Valdez Senior Center. The program scope of service is core to the Center's mission, providing community support for Valdez seniors through care and services. The program is a significant source of funding for the Center, providing for direct program operations expenses, as well as contributing to indirect costs (such as insurance, contractual services, fuel, and utilities) for the operation of the organization.

The Valdez Senior Center targets its services towards seniors over the age of 60 years who indicate they are living at or below poverty level and/or to disabled individuals within the Valdez service area. To ensure we are providing services to those with the greatest economic and social need, we send out a monthly newsletter with relevant information that includes a monthly activity calendar and monthly meal calendar. Menus are also available on the counter by the front desk.

There is a good amount of information & assistance and outreach public assistance, opportunities for increased socialization and fellowship for seniors, plus the Valdez Senior Center is able to assist seniors and disabled individuals through services to remain in their homes. Currently, transportation is available for shopping, medical visits, banking, rides to the Center for activities and meals, and for home delivered meals during the week. The Valdez Senior Center is committed to meeting the needs of our clients and prepared to continue to meet emergency needs and provide transportation to meet our clients' basic living necessities. Home delivered meals are delivered 365 days per year so no senior or disabled individual will go without a meal.

The social and geographical isolation that can occur for seniors and disabled people living in the outlying areas of Valdez may result in restrictions that can impact an individual's ability to perform their normal daily living tasks and hinder their capacity to live independently. The Valdez Senior Center Home Delivered Meals program is able to reach and serve these individuals and inform the Valdez Senior Center of any unusual circumstances or noticeable issues, by conducting an informal wellness check with delivery of meals. Regular updates are received by the driver about our consumers in order for assistance to be provided by the Valdez Senior Center if necessary.

Due to the relatively small size of the community, the word about availability of services is readily spread via word of mouth, local radio announcements, flyers, newsletters, newspapers, etc. The Valdez Senior Center does not turn away any individual who is in need of meals and/or support services, and does not prescribe to a service wait list policy.

Grant Award History and Current-Year Request

		2015		2016			2017
		Award	Actual	Award	Estimate	Unspent	Request
Personnel & Prof Svcs							
Personnel		94,994	94,994.53	115,600	115,600		104,806
Legal							
Accounting							
Insurance		12,773	12,772.55	21,392	21,392		8,933
Dues							
Other							
Total		107,767	107,767.08	136,992	136,992		113,739
Program Expenses							
Contract Services							21,035
Supplies		110,897	110,897.76	90,967	90,967		101,710
Promotion							
Other		6,631	6,630.39				3,357
Total		117,528	117,528.15	90,967	90,967		126,102
Building, Supplies, Equip.							
Rent							
Utilities		22,468	22,468.11	19,923	19,923		21,711
Supplies							
Equipment, Capital				30,000	30,000		
Maintenance							
Printing, Promotion							
Other		2,237	2,236.66	2,118	2,118		2,448
Total		24,705	24,704.77	52,041	52,041		24,159
Grand Total		250,000	250,000	280,000	280,000		264,000

ORGANIZATION NAME: Valdez Senior Center, Inc.

OPERATING EXPENSES OF PROPOSED PROGRAM

(Budget Form #1)

<u>Program Expenses:</u>	<u>Budget</u>	<u>Breakdown</u>
PERSONAL SERVICES:	\$ 155,412	
Salaries/wages		\$ 141,666
Employee benefits		\$ 13,671
Other: <u>Background Checks</u>		\$ 75
CONTRACTUAL SERVICES:	\$ 24,549	
Reproduction/copying		\$
Equipment rental		\$
Data processing		\$ 126
Dues/subscriptions		\$
Contractual services		\$
Professional fees & services		\$ 10,423
Other: <u>Audit Fees</u>		\$ 14,000
OTHER SERVICES:	\$ 36,976	
Volunteer services		\$
Communications/postage		\$ 1,260
Printing		\$ 3,150
Advertising/promotion		\$ 400
Electricity		\$ 15,990
Heating		\$ 14,062
Travel/transportation		\$
Other: <u>Telecom</u>		\$ 2,113
COMMODITIES:	\$ 150,681	
Clothing		\$
Office supplies		\$
Building maintenance		\$ 2,730
Operating supplies		\$ 145,451
Parts & supplies - equipment		\$ 2,500
OTHER CHARGES/EXPENSES:	\$ 16,815	
Insurance		\$ 13,215
Contingencies		\$
Training		\$
Rent		\$
Capital equipment		\$
Office equipment		\$
Other expenses: <u>Vehicle Fuel</u>		\$ 3,600
TOTAL COST FOR OPERATION OF THIS PROGRAM:	\$ 384,432	

ORGANIZATION NAME: Valdez Senior Center, Inc.

FUNDING SOURCES FOR PROPOSED PROGRAM
(Budget Form #2)

This program budget covers the period of January 1, 2017 to December 31, 2017

<u>SOURCES OF PROGRAM FUNDING</u>	<u>GOAL AMOUNT</u>	<u>%</u>	<u>COMMITTED (Y/N)</u>
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Parent Organization	\$ <u>10,331</u>	<u> </u>	<u>Y</u>
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Gifts and Contributions	\$ <u>42,800</u>	<u> </u>	<u>N</u>
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Membership Dues	\$ <u> </u>	<u> </u>	<u> </u>
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Fees & charges to participants	\$ <u> </u>	<u> </u>	<u> </u>
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Private sector grants (specify
source and date of award)

<u>State of Alaska</u>	\$ <u>57,301</u>	<u>15.47</u>	<u>Y</u>
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<u> </u>	\$ <u> </u>	<u> </u>	<u> </u>
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<u>United Way</u>	\$ <u>10,000</u>	<u>2.69</u>	<u>N</u>
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Fundraisers (specify major
fundraising events/programs)

<u> </u>	\$ <u> </u>	<u> </u>	<u> </u>
---	----------------------	-------------------	-------------------

<u> </u>	\$ <u> </u>	<u> </u>	<u> </u>
---	----------------------	-------------------	-------------------

<u> </u>	\$ <u> </u>	<u> </u>	<u> </u>
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**Subtotal of Financial Support for
this program:**

\$ <u>120,432</u>	<u>32.51</u>
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**Supplemental Funding Requested
from City of Valdez:**

\$ <u>264,000</u>	<u>68.67</u>
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**TOTAL FUNDING FOR OPERATION
OF THIS PROGRAM:**

\$ <u>384,432</u>	100%
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NOTE: Projected program financial support should meet or exceed projected program expenditures. If not, you must provide an explanation. If the financial support is projected to exceed the expenditures by a substantial amount, please provide an explanation as to why grant funds are being requested for this program.

ORGANIZATION NAME: **Valdez Senior Center, Inc.**

SCOPE OF SERVICES

Timeline **OUTCOMES for 2017** (What do you plan to accomplish in 2017 - be specific)

The Valdez Senior Center mission is to provide support services to the seniors of Valdez, improving their quality of life to keep them in their homes and our community.

In 2017, the Valdez Senior Center Board of Directors and its employees are committed to expanding the organization and the delivery of those services. The Nutrition, Transportation, & Support Services (NTS) program provides congregate meals, home delivered meals, transportation services, outreach assistance, information and assistance services, classes, and activities. The NTS program, quite simply, is core to the delivery of our mission.

All of the above services provided demonstrate a commitment to effective service delivery and achievement of desired outcomes through delivering nutritional, transportation and support services to the seniors we serve. In doing so, we are able to meet the primary outcome of the program, also our mission, which is to assist and increase the number of seniors who live safely in their homes or community of choice.

In 2017, the Valdez Senior Center will work to increase and expand the delivery of program services while striving to reduce costs through improved efficiency.

Attach additional pages if necessary

Definition: Outcome - End product or result accomplished.



CERTIFICATE OF LIABILITY INSURANCE

VZSEN-1

OP ID: RC

DATE (MM/DD/YYYY)

08/16/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Combs Insurance Agency, Inc.
341 S. Alaska Street
Palmer, AK 99845
Ron E. Combs, CIC

CONTACT NAME: Ron E. Combs, CIC

PHONE (A/C No. Ext): 907-745-2144

FAX (A/C No): 907-745-7275

E-MAIL ADDRESS: ron@combsinsurance.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: GREAT AMERICAN ASSURANCE CO.

16691

INSURER B: UNITED FINANCIAL CASUALTY CO

11770

INSURER C: COMMERCE & INDUSTRY INS. CO.

19410

INSURER D: GREAT AMERICAN ALLIANCE

26832

INSURER E: TRUMBULL INSURANCE COMPANY

27120

INSURER F:

INSURED
Valdez Senior Center, Inc.
P O Box 1635
Valdez, AK 99686

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION (INSR) WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	PAC7575777-10	08/12/2016	08/12/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		03652555-9-6	08/12/2016	08/12/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		UMB1438499-08	08/12/2016	08/12/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 GL/LI/EL \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	WC031522352 OFFICERS-EXCL.	10/16/2015	10/16/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
E	DIRECTORS/OFFICERS LIABILITY		NOA13111101	12/23/2015	12/23/2016	LIA.LIMIT 3,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

VALDEZ SENIOR CENTER-PREMISES LOCATION:1300 HANAGITA PLACE(N.PORION US 636)
VALDEZ, AK 99686.

****CERTIFICATE HOLDER AS ADDITIONAL INSURED/LANDLORD ON GENERAL LIABILITY, BUT ONLY WITH RESPECTS TO THE NEGLIGENCE OF THE NAMED INSURED.****

CERTIFICATE HOLDER

CITY OF V

CITY OF VALDEZ
P.O. BOX 307
VALDEZ, AK 99686

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

NOTEPAD

INSURED'S NAME Valdez Senior Center, Inc.

VZSEN-1
OP ID: RC

PAGE 2
Date 08/16/2016

ALL POLICIES SUBJECT TO STATE OF ALASKA CANCELLATION STATUTES.
ALASKA STATUTE:AS 21.36.220 IN REGARDS TO CANCEL/NON-RENEWAL/COV. CNG.
ALASKA STATUTE:AS 06.40.140 IN REGARDS TO CANCEL OF FINANCED POLICIES.
ALASKA STATUTE:AS 23.30.030(5) REGARDING CANCEL OF WORKERS COMPENSATION.

**GENERAL LIABILITY: SUBJECT TO REQUIREMENT OF WRITTEN/SIGNED LEASE OR CONTRACT.
*AUTOMATIC ADDITIONAL INSURED FOR LESSOR, FUNDING SOURCES AND/OR CONTRACTUAL OBLIGATIONS PER COMPANY FORM#CG 8224 (12/01).
*BLANKET WAIVER OF SUBROGATION PER COMPANY FORM#CG 8224 (12/01).