



COMMUNITY SERVICE ORGANIZATIONS 2018 GRANT REQUEST

APPLICATION INSTRUCTIONS

Due Date: Thursday, August 31st, 2017, 5pm. Late applications will not be considered.

CSO requests follow a competitive application process, as requests will likely exceed available funds.

Please review the entire packet of forms prior to starting your application. Do not omit any of the requested information or required attachments. If an item does not apply to your program, note "N/A" for that item. A checklist is attached in this packet for your use.

SUBMISSION FORMAT:

The City Administration plans to incorporate all grant submissions into a digital document for the City Council to review. For this reason, we require that the submissions to follow a uniform format. Please do not provide supplementary materials, which are not in the direct format of this packet.

Please submit **one (1) DOUBLE-SIDED COPY** and **ONE COMPLETE PDF FILE**

Address: City of Valdez, Attn: Finance Department, PO Box 307, 212 Chenega, Valdez AK 99686
mmccay@ci.valdez.ak.us

QUESTIONS:

Please contact Magdalena McCay, Comptroller, at 834-3454 or mmccay@ci.valdez.ak.us

GRANT FUNDING REQUEST FOR COMMUNITY SERVICE ORGANIZATIONS

CRITERIA, RESTRICTIONS, and INSURANCE REQUIREMENTS

The City of Valdez strives to ensure that a wide variety of programs and services are made available to the community. The objective of this grant program is to provide funding assistance to agencies and organizations to expand these opportunities in Valdez.

CRITERIA: The City Council will evaluate your application based on:

- I. Purpose of the Program: What demonstrated community need is being met? What is the impact on the community if your program is not provided? What other programs/agencies exist to meet this need? How do they compare to your program?
- II. Management of the Program: Effective management of financial and human resources? Appropriate technical skills and knowledge of this program service? Fiscally responsible? Proven ability/track record?
- III. Fiscal Health of the Program: What internal controls are employed to ensure adherence to approved financial policies and oversight? What financial reserves are available to deal with unanticipated fiscal impacts?
- IV. Community Support of Program: Strong participation? Volunteer services? Financial support shown through private and corporate contributions, user fees, in-kind donations?
- V. Specifics of Program: Target population - who benefits from your program? Cost effective? Well thought-out concept and organized plan of action? Measurable results?

RESTRICTIONS: Restrictions on this funding include:

- I. The organization must have obtained a non-profit status recognized by the State of Alaska before a contract can be executed. Informal associations are not eligible for grants.
- II. There are no guarantees of annual funding; the intent is for your group or program to become self-sufficient.
- III. This grant funding is subject to the availability of funds lawfully appropriated for disbursement.
- IV. Grant funding is intended to supplement your budget, not to fund your program in total.
- V. Programs and services are the goal; grant funds are not to be used for construction activities. No equipment purchases of over \$500 will be permitted.
- VI. Grant funding is not intended to provide an increase to the fund balance of your organization. Funds are to be **fully** expended in the 2018 fiscal year on the specified program(s).

NOTE: This list is not intended to be all inclusive.

Criteria, Restrictions, and Insurance Requirements (continued)

INSURANCE REQUIREMENTS: Insurance requirements for Grant Recipients include:

A certificate of insurance naming the City as additional insured must be in effect during the entire contract period, including the following:

- * Worker's Compensation as required by Alaska Statutes and Employer's Liability in the amount of \$100,000.
- * Comprehensive General Liability to include premises operation, contractual liability, and personal liability in a minimum amount of \$1,000,000 combined single limit.
- * Comprehensive Auto Liability - \$500,000 per accident (for programs requiring the use of vehicles owned and/or hired)

AUDIT REQUIREMENTS FOR FUNDING REQUESTS OF \$100,000 OR MORE:

The Grantor requires a recipient receiving \$100,000 or more in the organization's fiscal year to conduct an independent audit by certified public accountant that is in conformity with generally accepted accounting principles in the United States of America. A copy of the financial statements and all audit findings must be submitted to the City of Valdez within 30 days after recipient receives the audit report.

Future funding requests will only be considered if prior year audits are on file with the City of Valdez as described above. If most recent audit is still pending at the date of application the City of Valdez must receive written notice of the audit status with the submittal.

GRANT FUNDING REQUEST FOR COMMUNITY SERVICE ORGANIZATIONS

2018 FUNDING REQUEST/CERTIFICATION FORM

ORGANIZATION NAME: _____ PHONE: _____

ADDRESS: _____ ZIP: _____

CONTACT PERSON: _____ PHONE: _____

CONTACT PERSON E-MAIL: _____

PROGRAM TITLE: _____

FUNDING REQUEST FOR 2018: \$ _____

1. Non-Profit Corporation? Yes _____ No _____
Date of incorporation: _____ Federal Tax ID #: _____

2. Organization's estimated TOTAL 2018 operating budget: \$ _____

3. Historical Funding and Membership Information

	Total CSO Budget	City Funding	City % of Total	# of Members
2015				
2016				
2017				
2018				

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

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 2018 budget, including revenues and expenditures. (label page 5)
- Copy of your organization's balance sheet and profit and loss as of 6/30/2017

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)

8/21/17

DATE


PRESIDENT, BOARD OF DIRECTORS (or equivalent)

8/21/17

DATE

Alaska Avalanche Information Center
Statement of Financial Position
As of June 30, 2017

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
001 · AAIC Main	18,054.04	12,049.43	6,004.61	49.8%
007 · PayPal Account	2,903.17	5,563.61	-2,660.44	-47.8%
Total Checking/Savings	20,957.21	17,613.04	3,344.17	19.0%
Accounts Receivable				
11000 · Accounts Receivable	12,962.88	12,000.00	962.88	8.0%
Total Accounts Receivable	12,962.88	12,000.00	962.88	8.0%
Other Current Assets				
Inventory Asset	-28.74	-28.74	0.00	0.0%
009 · Michael O"Leary Scholarship Acc	795.82	700.82	95.00	13.6%
010 · Johnny Soderstrom Scholarship	594.50	545.90	48.60	8.9%
011 · Liam Walsh Memorial Fund	2,803.64	8,793.24	-5,989.60	-68.1%
012 · Erik Peterson Memorial	3,342.73	0.82	3,341.91	407,550.0%
Total Other Current Assets	7,507.95	10,012.04	-2,504.09	-25.0%
Total Current Assets	41,428.04	39,625.08	1,802.96	4.6%
TOTAL ASSETS	41,428.04	39,625.08	1,802.96	4.6%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20000 · Accounts Payable	0.00	60.00	-60.00	-100.0%
Total Accounts Payable	0.00	60.00	-60.00	-100.0%
Credit Cards				
51000 · Credit Accounts				
0040 · AAIC Main Credit account	154.13	0.00	154.13	100.0%
0099 · Valdez Credit account	0.00	37.49	-37.49	-100.0%
0131 · Hatcher Pass Credit account	-26.80	0.00	-26.80	-100.0%
0230 · Anchorage Credit account	0.00	9.99	-9.99	-100.0%
51000 · Credit Accounts - Other	127.00	27.00	100.00	370.4%
Total 51000 · Credit Accounts	254.33	74.48	179.85	241.5%
Total Credit Cards	254.33	74.48	179.85	241.5%

Alaska Avalanche Information Center
Statement of Financial Position
As of June 30, 2017

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
Other Current Liabilities				
24000 · Payroll Liabilities	81.60	111.70	-30.10	-27.0%
Total Other Current Liabilities	81.60	111.70	-30.10	-27.0%
Total Current Liabilities	335.93	246.18	89.75	36.5%
Total Liabilities	335.93	246.18	89.75	36.5%
Equity				
30000 · Opening Balance Equity	4,157.57	4,157.57	0.00	0.0%
32000 · Retained Earnings	35,221.33	32,324.00	2,897.33	9.0%
Net Income	1,713.21	2,897.33	-1,184.12	-40.9%
Total Equity	41,092.11	39,378.90	1,713.21	4.4%
TOTAL LIABILITIES & EQUITY	41,428.04	39,625.08	1,802.96	4.6%

Alaska Avalanche Information Center
Balance Sheet
As of June 30, 2017

	<u>Jun 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
001 · AAIC Main	16,525.30
007 · PayPal Account	2,903.17
Total Checking/Savings	<u>19,428.47</u>
Accounts Receivable	
11000 · Accounts Receivable	12,962.88
Total Accounts Receivable	<u>12,962.88</u>
Other Current Assets	
Inventory Asset	-28.74
009 · Michael O"Leary Scholarship Acc	795.82
010 · Johnny Soderstrom Scholarship	594.50
011 · Liam Walsh Memorial Fund	2,803.64
012 · Erik Peterson Memorial	3,342.73
Total Other Current Assets	<u>7,507.95</u>
Total Current Assets	<u>39,899.30</u>
TOTAL ASSETS	<u><u>39,899.30</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
51000 · Credit Accounts	
0040 · AAIC Main Credit account	154.13
0131 · Hatcher Pass Credit account	-26.80
51000 · Credit Accounts - Other	127.00
Total 51000 · Credit Accounts	<u>254.33</u>
Total Credit Cards	<u>254.33</u>
Other Current Liabilities	
24000 · Payroll Liabilities	367.15
Total Other Current Liabilities	<u>367.15</u>
Total Current Liabilities	<u>621.48</u>
Total Liabilities	621.48

Alaska Avalanche Information Center
Balance Sheet
As of June 30, 2017

	Jun 30, 17
Equity	
30000 · Opening Balance Equity	4,157.57
32000 · Retained Earnings	33,407.04
Net Income	1,713.21
Total Equity	39,277.82
TOTAL LIABILITIES & EQUITY	39,899.30

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08/20/17

Accrual Basis

Alaska Avalanche Information Center
Balance Sheet
As of August 20, 2017

	Aug 20, 17
ASSETS	
Current Assets	
Checking/Savings	
001 · AAIC Main	24,058.53
007 · PayPal Account	2,931.91
Total Checking/Savings	26,990.44
Accounts Receivable	
11000 · Accounts Receivable	2,362.88
Total Accounts Receivable	2,362.88
Other Current Assets	
Inventory Asset	-28.74
009 · Michael O"Leary Scholarship Acc	795.82
010 · Johnny Soderstrom Scholarship	594.50
011 · Liam Walsh Memorial Fund	2,803.64
012 · Erik Peterson Memorial	3,342.73
Total Other Current Assets	7,507.95
Total Current Assets	36,861.27
TOTAL ASSETS	36,861.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
51000 · Credit Accounts	
0040 · AAIC Main Credit account	611.25
0099 · Valdez Credit account	199.00
0131 · Hatcher Pass Credit account	-26.80
51000 · Credit Accounts - Other	127.00
Total 51000 · Credit Accounts	910.45
Total Credit Cards	910.45
Other Current Liabilities	
24000 · Payroll Liabilities	-565.78
Total Other Current Liabilities	-565.78
Total Current Liabilities	344.67
Total Liabilities	344.67

Alaska Avalanche Information Center
Balance Sheet
As of August 20, 2017

	Aug 20, 17
Equity	
30000 · Opening Balance Equity	4,157.57
32000 · Retained Earnings	36,934.54
Net Income	-4,575.51
Total Equity	36,516.60
TOTAL LIABILITIES & EQUITY	36,861.27

	Jul '16 - Jun 17
Ordinary Income/Expense	
Income	
Sales Income	22,024.84
43300 · Direct Public Grants	
43310 · Corporate and Business Grants	62,633.00
43330 · Foundation and Trust Grants	13,150.00
Total 43300 · Direct Public Grants	75,783.00
43400 · Direct Public Support	
43440 · Gifts in Kind - Goods	3,899.15
43450 · Individ, Business Contributions	34,289.14
43490 · Private Contracts	4,265.00
Total 43400 · Direct Public Support	42,453.29
44500 · Government Grants	
44530 · Local Government Grants	7,000.00
Total 44500 · Government Grants	7,000.00
46400 · Other Types of Income	
46410 · Advertising Sales	-312.00
46430 · Miscellaneous Revenue	334.38
Total 46400 · Other Types of Income	22.38
47200 · Program Income	
47230 · Membership Dues	1,650.00
47240 · Program Service Fees	35,885.25
Total 47200 · Program Income	37,535.25
49000 · Special Events Income	
49010 · Special Events Contributions	2,879.00
49000 · Special Events Income - Other	560.00
Total 49000 · Special Events Income	3,439.00
Total Income	188,257.76
Gross Profit	188,257.76
Expense	
60300 · Awards and Grants	
60320 · Cash Awards and Grants	100.00
60340 · Scholarship Awards	4,245.00
Total 60300 · Awards and Grants	4,345.00

Alaska Avalanche Information Center
Profit & Loss
 July 2016 through June 2017

	Jul '16 - Jun 17
60900 · Business Expenses	
60920 · Bank Charge	
60918 · PayPal Fees	764.19
60923 · VOID	0.00
60920 · Bank Charge - Other	19.03
	783.22
Total 60920 · Bank Charge	
60924 · Professional Membership dues	1,027.90
60925 · Reimbursement	1,700.57
60926 · Professional Consulting	15.00
	3,526.69
Total 60900 · Business Expenses	
62100 · Contract Services	
62110 · Accounting Fees	2,357.50
62130 · Fundraising Fees	3,294.69
62150 · Outside Contract Services	2,912.50
62170 · Valdez Observation	280.00
62100 · Contract Services - Other	2,777.15
	11,621.84
Total 62100 · Contract Services	
62800 · Facilities and Equipment	
62810 · Equipment	193.35
	193.35
Total 62800 · Facilities and Equipment	
64000 · Program Expenses	
64002 · Program Supplies	11,170.52
64003 · Permit Fees	225.00
64000 · Program Expenses - Other	16,852.70
	28,248.22
Total 64000 · Program Expenses	
65000 · Operations	
65020 · Postage, Mailing Service	389.67
65030 · Printing and Copying	502.80
65040 · Supplies	721.45
65050 · Telephone, Telecommunications	2,140.88
65060 · Communications	890.05
65000 · Operations - Other	115.00
	4,759.85
Total 65000 · Operations	
65100 · Other Types of Expenses	
65110 · Advertising Expenses	551.22

	Jul '16 - Jun 17
65120 · Insurance	
65122 · General Liability	6,531.00
65123 · Workers Compensation	6,562.00
65120 · Insurance - Other	5,614.36
Total 65120 · Insurance	18,707.36
65160 · Other Costs	1,362.69
65170 · Staff Development	500.00
65100 · Other Types of Expenses - Other	100.00
Total 65100 · Other Types of Expenses	21,221.27
66000 · Payroll Expenses	96,925.72
68300 · Travel and Meetings	
68310 · Conference, Convention, Meeting	36.90
68320 · Travel	1,070.75
68300 · Travel and Meetings - Other	7,787.72
Total 68300 · Travel and Meetings	8,895.37
68400 · Website	6,807.24
Total Expense	186,544.55
Net Ordinary Income	1,713.21
Net Income	1,713.21

Alaska Avalanche Information Center
Balance Sheet
As of June 30, 2014

	Jun 30, 14
ASSETS	
Current Assets	
Checking/Savings	
001 - AAIC Main	2,235.74
002 - AAC	15.96
003 - CORDOVA	59.00
004 - HAINES	978.05
005 - HPAIC	5,184.01
006 - VAC	17,366.63
007 - Pay Pal	702.43
Total Checking/Savings	26,541.82
Accounts Receivable	
11000 - Accounts Receivable	-3,965.00
Total Accounts Receivable	-3,965.00
Other Current Assets	
Inventory Asset	-28.74
Total Other Current Assets	-28.74
Total Current Assets	22,548.08
TOTAL ASSETS	<u>22,548.08</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	5,000.00
Total Accounts Payable	5,000.00
Total Current Liabilities	5,000.00
Total Liabilities	5,000.00
Equity	
30000 - Opening Balance Equity	5,012.00
32000 - Retained Earnings	3,821.62
Net Income	8,714.46
Total Equity	17,548.08
TOTAL LIABILITIES & EQUITY	<u>22,548.08</u>

Approved and Signed October 15, 2014

Authorized Signer: Peter Carter



10:18 AM

Alaska Avalanche Information Center
Balance Sheet
 As of June 30, 2015

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08/18/15

Accrual Basis

	Jun 30, 15
ASSETS	
Current Assets	
Checking/Savings	
001 · AAIC Main	13,864.86
006 · VAC	-1,121.76
007 · Pay Pal	3,982.84
Total Checking/Savings	16,725.94
Accounts Receivable	
11000 · Accounts Receivable	14,705.00
Total Accounts Receivable	14,705.00
Other Current Assets	
Inventory Asset	-28.74
009 · Michael O"Leary Scholarship Acc	1,499.54
010 · Johnny Soderstrom Scholarship	500.00
Total Other Current Assets	1,970.80
Total Current Assets	33,401.74
TOTAL ASSETS	33,401.74
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	60.00
Total Accounts Payable	60.00
Credit Cards	
51000 · Credit Accounts	
0040 · AAIC Main Credit account	168.00
51000 · Credit Accounts - Other	27.00
Total 51000 · Credit Accounts	195.00
Total Credit Cards	195.00
Other Current Liabilities	
24000 · Payroll Liabilities	148.02
Total Other Current Liabilities	148.02
Total Current Liabilities	403.02
Total Liabilities	403.02
Equity	
30000 · Opening Balance Equity	3,160.75
32000 · Retained Earnings	14,329.58
Net Income	15,508.39
Total Equity	32,998.72
TOTAL LIABILITIES & EQUITY	33,401.74

Approved by Board and Signed 9.15.15
 Authorized Signer: Sean Wisner, Board President



10:14 PM

Alaska Avalanche Information Center

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08/21/16

Balance Sheet

Accrual Basis

As of August 21, 2016

	Aug 21, 16
ASSETS	
Current Assets	
Checking/Savings	
001 · AAIC Main	7,652.17
007 · Pay Pal	2,195.72
Total Checking/Savings	9,847.89
Accounts Receivable	
11000 · Accounts Receivable	12,000.00
Total Accounts Receivable	12,000.00
Other Current Assets	
Inventory Asset	-28.74
009 · Michael O"Leary Scholarship Acc	700.82
010 · Johnny Soderstrom Scholarship	545.90
011 · Liam Walsh Memorial Fund	8,793.24
012 · Erik Peterson Memorial	1.00
Total Other Current Assets	10,012.22
Total Current Assets	31,860.11
TOTAL ASSETS	31,860.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	60.00
Total Accounts Payable	60.00
Credit Cards	
51000 · Credit Accounts	
0040 · AAIC Main Credit account	-1,260.48
0285 · EARAC	101.00
51000 · Credit Accounts - Other	27.00
Total 51000 · Credit Accounts	-1,132.48
Total Credit Cards	-1,132.48
Other Current Liabilities	
24000 · Payroll Liabilities	-50.15
Total Other Current Liabilities	-50.15
Total Current Liabilities	-1,122.63
Total Liabilities	-1,122.63
Equity	
30000 · Opening Balance Equity	3,161.75
32000 · Retained Earnings	34,667.08
Net Income	-4,846.09
Total Equity	32,982.74
TOTAL LIABILITIES & EQUITY	31,860.11

Approved by the Board of Directors: 9.18.16
 Authorized Signer: Board President Sean Wisner



AAIC STATEWIDE	FY2017	FY2018
INCOME (This includes education and all state-wide income and expenses)		
State of Alaska DPS	\$24,800.00	\$24,890.50
City of Valdez	\$52,500.00	\$52,500.00
City of Haines	\$5,000.00	\$5,000.00
City of Palmer	\$5,000.00	\$5,000.00
Chilkat Foundation	\$1,500.00	\$2,000.00
Fishhook Community Council		\$5,000.00
Fairbanks Regional Hospital	\$5,000.00	\$5,000.00
Goldenheart Foundation	\$750.00	\$1,000.00
Rasmuson Foundation	\$4,750.00	\$5,000.00
Alaska Community Foundation	\$5,750.00	\$5,000.00
AARP Alaska	\$7,500.00	\$9,000.00
AIARE Education programs	\$35,880.00	\$38,000.00
Public Education programs	\$22,000.00	\$25,000.00
Conoco Phillips	\$300.00	\$2,000.00
Individual donors	\$3,000.00	\$4,000.00
Center Dues	\$2,500.00	\$2,500.00
Membership Dues	\$1,000.00	\$1,000.00
Fundraising events	\$3,500.00	\$4,500.00
Mat Su Emergency Expo	\$2,250.00	\$1,800.00
Radio Promotions	\$1,000.00	\$1,800.00
Private Contracts	\$4,265.00	\$6,000.00
TOTAL	\$188,245.00	\$205,990.50
EXPENSES		
HR		
Gross Payroll (Exec. Dir. & Asst.)	\$31,851.13	\$38,500.00
<i>Executive Director: \$30,500</i>		
<i>Assistant: \$8,000</i>		
Education - Instructors (part-time seasonal)	\$18,250.00	\$20,500.00
Forecasters		
Weather Observers		
AAIC Employer Taxes & Contributions (Admin Staff Only)	\$3,000.99	\$3,200.00
<i>Exec. Dir: \$2,800</i>		
<i>Asst.: \$700.00</i>		
<i>Instructors</i>	\$1,850.00	\$2,500.00
Contract Services (instructors, subject matter experts, obs)	\$11,600.00	\$12,000.00

ALASKA AVALANCHE INFORMATION CENTER BUDGET
2017 AND 2018

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Bank Fees (paypal, square, fnba...)	\$750.00	\$1,000.00
Contract Services	\$11,600.00	\$12,000.00
Continuing Education	\$3,500.00	\$3,500.00
Professional Membership Dues (AAA, CAA, AIARE)	\$3,500.00	\$3,800.00
Equipment (forecasting, education)	\$250.00	\$2,500.00
Insurance-Workers' Comp	\$6,562.00	\$6,800.00
Insurance-General Liability	\$11,550.36	\$12,000.00
Insurance- Directors and Officers	\$595.00	\$600.00
Professional Consulting (financial, legal)	\$3,500.00	\$4,000.00
Program expenses (supplies, permit fees)	\$28,580.00	\$30,000.00
Communications-InReach Devices	\$2,500.00	\$3,000.00
Marketing (Constant Contact, TV, Radio, Print)	\$1,000.00	\$2,000.00
Operations (postage, printing, supplies)	\$4,750.00	\$5,000.00
Scholarship awards	\$4,350.00	\$5,000.00
Special events (Summit, board retreat, annual celeb.)	\$23,000.00	\$24,000.00
Travel and meeting expenses	\$8,895.00	\$9,500.00
Website Development & Maintenance (AKSYS, KeyLink IT)	\$6,800.00	\$3,500.00
FY 18 TOTALS:	\$188,234.48	\$204,900.00

PROGRAM INFORMATION

ORGANIZATION NAME: _____

Program Title: _____

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.)

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?

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

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

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

6. Is membership in your organization required for participation: Yes_____ No_____

7. Fee to participant: Member \$_____ Non-Member \$_____

8. Number of paid program staff: Full-time _____ Part-time _____ Temporary _____

ORGANIZATION NAME: _____
Program Information (continued)

9. Volunteer Services Information:

Number of volunteers:	Actual 2015	_____
	Actual 2016	_____
	Anticipated 2017	_____
	Estimated 2018	_____

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

Types of services provided by volunteers:

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

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

75% _____

50% _____

25% _____

0% _____

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?

ORGANIZATION NAME: _____
Program Information (continued)

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

ORGANIZATION NAME: _____

OPERATING EXPENSES OF PROPOSED PROGRAM

(Budget Form #1)

<u>Program Expenses:</u>	<u>Budget</u>	<u>Breakdown</u>
PERSONAL SERVICES:	\$ _____	
Salaries/wages		\$ _____
Employee benefits		\$ _____
Other: _____		\$ _____
CONTRACTUAL SERVICES:	\$ _____	
Reproduction/copying		\$ _____
Equipment rental		\$ _____
Data processing		\$ _____
Dues/subscriptions		\$ _____
Contractual services		\$ _____
Professional fees & services		\$ _____
Other: _____		\$ _____
OTHER SERVICES:	\$ _____	
Volunteer services		\$ _____
Communications/postage		\$ _____
Printing		\$ _____
Advertising/promotion		\$ _____
Electricity		\$ _____
Heating		\$ _____
Travel/transportation		\$ _____
Other: _____		\$ _____
COMMODITIES:	\$ _____	
Clothing		\$ _____
Office supplies		\$ _____
Building maintenance		\$ _____
Operating supplies		\$ _____
Parts & supplies - equipment		\$ _____
OTHER CHARGES/EXPENSES:	\$ _____	
Insurance		\$ _____
Contingencies		\$ _____
Training		\$ _____
Rent		\$ _____
Capital equipment		\$ _____
Office equipment		\$ _____
Other expenses: _____		\$ _____
TOTAL COST FOR OPERATION OF THIS PROGRAM:	\$ _____	

ORGANIZATION NAME: _____

FUNDING SOURCES FOR PROPOSED PROGRAM
(Budget Form #2)

This program budget covers the period of _____ to _____

<u>SOURCES OF PROGRAM FUNDING</u>	<u>GOAL AMOUNT</u>	<u>%</u>	<u>COMMITTED (Y/N)</u>
Parent Organization	\$ _____	_____	_____
Gifts and Contributions	\$ _____	_____	_____
Membership Dues	\$ _____	_____	_____
Fees & charges to participants	\$ _____	_____	_____
Private sector grants (specify source and date of award)			
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
Fundraisers (specify major fundraising events/programs)			
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
Subtotal of Financial Support for this program:	\$ _____	_____	
Supplemental Funding Requested from City of Valdez:	\$ _____	_____	
<u>TOTAL FUNDING FOR OPERATION OF THIS PROGRAM:</u>	\$ _____	100%	

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: _____

SCOPE OF SERVICES

Timeline OUTCOMES for 2018 (What do you plan to accomplish in 2018 - be specific)

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Attach additional pages if necessary

Definition: Outcome - End product or result accomplished.

Valdez Avalanche Center:

It was a challenging winter on the east side of the Chugach this year, where high pressures had a dominating presence and overstayed their welcome. Long periods of cold, dry and windy weather resulted in only eight major storms. Several wind events stripped our high elevation, dry snowpack back to its base while filling in the low-lying terrain. Minimal precipitation and destructive outflow winds compounded into a very thin snowpack with persistent weaknesses you had to tip-toe around beyond mid-season. Our few large avalanche cycles were directly tied to two extreme wind events, a high reaching rain cycle and early season deep, persistent snow instabilities. In total, Thompson Pass accumulated 327" of snow (32" water equivalent), only reaching 65% (180" short of 507") of the historical average since 1951. The town of Valdez experienced a much cooler and snowier season: receiving 249" (25" water equivalent), 140% more than last season, yet still 62" short of a 311" average since 1971.



The shallow snowpack and lack of refreshes on Thompson Pass took its toll on recreationalists of all means, leading many to cancel or shuffle their spring skiing plans elsewhere. There were times where it seemed that everywhere but the Valdez area was receiving snow....quite the anomaly. But, as it always does, the Chugach magic quickly transitioned the snowpack and the great turns in paradise returned by the second week in April.



Overall it was a pretty safe season near Valdez, with minimal close calls and involvements reported.

As for outreach and forecasts, beginning in October, 145 daily forecasts were published this season that reached over 9,000 unique users. An average of 150 people viewed the forecast each day with over 27,000 views for the entirety of this season. Peak timeframe

was in mid-February near a large rain event and in late March/early April when snow returned after a long, high pressure period.

Beyond our daily public forecast, we established a remote and physical presence on Thompson Pass, offering field based education and outreach from a quonset in the heart of the camp and ski scene. VAC staff updated the forecast daily in addition to flying the avalanche hazard 'surf flag' colors high for all to see.

Educationally we offered many awareness programs packaged as mountain skills and riding safety combined with avalanche know-how. Student feedback to this more holistic 'mountain safety' was very positive. We taught several traditional AIARE 1 & 2 courses, including a motorized Level 1 taught by Mike Buck and Kyle Sobek. We hosted the first ever combined motor/human powered AIARE Instructor training, making stronger connections with our motorized community.



Submitted by Kevin Salys & Sarah Carter

CITY OF VALDEZ

GRANT FUNDING REQUEST FOR COMMUNITY SERVICE ORGANIZATIONS

APPLICATION CHECKLIST

This checklist is simply for your use in preparation of your application packet. It is not a part of the packet to be copied and submitted.

You are encouraged to check and double check your facts and figures prior to making your copies. Packets that omit any of the requested information or that contain errors in calculations **WILL BE RETURNED TO THE APPLICANT** for correction and resubmission. The ensuing delay may jeopardize your application for funding.

A COMPLETE APPLICATION PACKET INCLUDES:

- _____ Funding Request/Certification form (labeled page 1)
- _____ Recent Total Organization Financial Statement (labeled page 2)
- _____ Copy of Prior Three Prior Years' Balance Sheets (labeled page 3)
- _____ Current Operating Budget for Total Organization (labeled page 4)
- _____ Copy of Proposed 2018 Budget (labeled page 5)
- _____ Program Information forms (labeled pages 6, 7, and 8)
- _____ Operating Expenses of Proposed Program/Budget form #1 (labeled page 9)
- _____ Funding Sources for Proposed Program/Budget form #2 (labeled page 10)
- _____ Scope of Services form (labeled page 11)
- _____ Additional pages submitted by agency (label page numbers accordingly)
- _____ Copy of Balance Sheet and Profit and Loss as of 6/30/2017

REMINDER: You must submit **one (1) DOUBLE SIDED COPY OF COMPLETE PACKET** and **a COMPLETE PDF FILE** before the deadline. Late submissions will not be considered for funding.

DEADLINE: **5:00 p.m., Thursday, August 31st, 2017**
Early submissions are accepted and encouraged!

Thank you for your submission.